



Cochise County Board of Supervisors

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PATRICK G. CALL
Chairman
District 1

ANN ENGLISH
Vice-Chairman
District 2

RICHARD R. SEARLE
Supervisor
District 3

MICHAEL J. ORTEGA
County Administrator

JAMES E. VLAHOVICH
Deputy County Administrator

ARLETHE G. RIOS
Clerk of the Board

AGENDA FOR REGULAR BOARD MEETING

Tuesday, July 22, 2014 at 10:00 AM

BOARD OF SUPERVISORS HEARING ROOM
1415 MELODY LANE, BUILDING G, BISBEE, AZ 85603

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

ROLL CALL

Members of the Cochise County Board of Supervisors will attend either in person or by telephone, video or internet conferencing.

Note that some attachments may be updated after the agenda is published. This means that some presentation materials displayed at the Board meeting may differ slightly from the attached version.

PRESENTATION

Presentation of Proclamation to Mr. Dean Coates, Child Support Operations Supervisor, Department of Economic Security, Division of Child Support Services (DCSS) declaring August 2014 to be Child Support Awareness month.

CONSENT

Board of Supervisors

1. Approve the Minutes of the regular meeting of the Board of Supervisors of July 8, 2014.
2. Approve a Proclamation declaring August 2014 to be Child Support Awareness Month.

Community Development

3. Accept County Engineer recommendation to establish approximately 10 miles of Gleeson Road, as described therein, as a Declared County Highway, and schedule a Public Hearing for August 12, 2014.

County Assessor

4. Approve the Assessor's recommendation to approve the attached list of 70 property tax exemption applications which qualify for the exemption but were filed with the Assessor after the statutory filing deadline of March 1, 2014.

County Attorney

5. Approve the Crime Victim Compensation Program Grant No. VC-15-050, in the amount of \$81,475 between the Arizona Criminal Justice Commission and Cochise County Attorney's Office, for the period July 1, 2014 to June 30, 2015.

County Sheriff

6. Approve the new Detention Per Diem Rate of \$258.67 for the first day and \$75.47 for each additional day per the recommendation of MGT of America, Inc. (MGT).

Elections & Special Districts

7. Adopt Resolution 14-22, appointing poll workers for the Primary Election to be held on August 26, 2014 and the General Election to be held on November 4, 2014.

Emergency Services

8. Adopt Resolution 14-23, adopting the Cochise County Community Wildfire Protection Plan.
9. Adopt the Cochise County Emergency Personnel Policy.

Facilities Management

10. Approve contract extensions with the Arizona Department of Corrections (ADC) for contract nos. 040193DC and 040194DC for inmate labor for an additional 4 months from July 1, 2014 to October 31, 2014.

Finance

11. Approve demands and budget amendments for operating transfers.

Fleet Services Management

12. Approve the sale of one used fleet vehicle #820 declared surplus by the Procurement Department Property Manager to the City of St. Johns Police Department for the amount of \$3,500.

CALL TO THE PUBLIC

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda.

**REPORT BY MICHAEL J. ORTEGA, COUNTY ADMINISTRATOR -- RECENT AND PENDING
COUNTY MATTERS**

SUMMARY OF CURRENT EVENTS

Report by District 1 Supervisor, Patrick Call

Report by District 2 Supervisor, Ann English

Report by District 3 Supervisor, Richard Searle

Pursuant to the Americans with Disabilities Act (ADA), Cochise County does not, by reason of a disability, exclude from participation in or deny benefits or services, programs or activities or discriminate against any qualified person with a disability. Inquiries regarding compliance with ADA provisions, accessibility or accommodations can be directed to Chris Mullinax, Safety/Loss Control Analyst at (520) 432-9720, FAX (520) 432-9716, TDD (520) 432-8360, 1415 Melody Lane, Building F, Bisbee, Arizona 85603.

Cochise County Board of Supervisors
1415 Melody Lane, Building G Bisbee, Arizona 85603
520-432-9200 520-432-5016 fax board@cochise.az.gov

Regular Board of Supervisors Meeting**Presentations / Special Events
Board of Supervisors****Meeting Date:** 07/22/2014

Presentation of Child Support Awareness Month Proclamation

Submitted By: Arlethe Rios, Board of Supervisors**Department:** Board of Supervisors**Presentation:** No A/V Presentation **Recommendation:** Approve**Document Signatures:** BOS Signature Required **# of ORIGINALS Submitted for Signature:** 0**NAME
of PRESENTER:****TITLE
of PRESENTER:****Mandated Function?:****Source of Mandate
or Basis for Support?:****Docket Number (If applicable):**

Information**Agenda Item Text:**

Presentation of Proclamation to Mr. Dean Coates, Child Support Operations Supervisor, Department of Economic Security, Division of Child Support Services (DCSS) declaring August 2014 to be Child Support Awareness month.

Background:

na

Department's Next Steps (if approved):

na

Impact of NOT Approving/Alternatives:

na

To BOS Staff: Document Disposition/Follow-Up:

na

Budget Information*Information about available funds***Budgeted:** ☐**Funds Available:** ☐**Amount Available:****Unbudgeted:** ☐**Funds NOT Available:** ☐**Amendment:** ☐**Account Code(s) for Available Funds**

1:

Fund Transfers**Attachments***No file(s) attached.*

Consent 1.

Board of Supervisors

Regular Board of Supervisors Meeting

Meeting Date: 07/22/2014

Minutes

Submitted By: Cathy Davis, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Document Signatures:

Recommendation:

of ORIGINALS

Submitted for Signature:

NAME n/a

TITLE n/a

of PRESENTER:

of PRESENTER:

Mandated Function?:

Source of Mandate
or Basis for Support?:

Information

Agenda Item Text:

Approve the Minutes of the regular meeting of the Board of Supervisors of July 8, 2014.

Background:

Minutes

Department's Next Steps (if approved):

Signed minutes routed for processing and posted on the internet.

Impact of NOT Approving/Alternatives:

n/a

To BOS Staff: Document Disposition/Follow-Up:

Send to the Recorder's Office for microfiche purposes.

Budget Information

Information about available funds

Budgeted: ☐

Funds Available: ☐

Amount Available:

Unbudgeted: ☐

Funds NOT Available: ☐

Amendment: ☐

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

Warrants

Minutes

Cochise Co. Demands 7.8.14

80245	06/18/2014	AOC Corrections Officer Retire	\$18,222.71	80321	06/19/2014	Merle's Automotive Supply, Inc.	\$1,873.89
80246	06/18/2014	Correction Officers	\$17,016.45	80322	06/19/2014	Merle's Automotive Supply, Inc.	\$1,433.44
80247	06/18/2014	Public Safety Retirement Syst	\$84,909.69	80323	06/19/2014	MSR West	\$4,551.82
80248	06/18/2014	Public Safety Retirement Syst	\$22,262.56	80324	06/19/2014	NCS Pearson, Inc.	\$840.00
80249	06/18/2014	Aqua Life	\$22.00	80325	06/19/2014	Newport 653 Graphic Design	\$700.00
80250	06/18/2014	AZ Water Company	\$2,085.72	80326	06/19/2014	Nyander, Penny Sue	\$241.50
80251	06/18/2014	CenturyLink	\$99.29	80327	06/19/2014	Nyander, Penny Sue	\$99.00
80252	06/18/2014	CenturyLink	\$64.36	80328	06/19/2014	Office Depot	\$1,255.85
80253	06/18/2014	Southwest Gas Corporation	\$4,334.02	80329	06/19/2014	Office Smart	\$99.96
80254	06/18/2014	Sulphur Springs Valley Elec Coop, Inc.	\$5,394.94	80330	06/19/2014	Office Smart	\$911.34
80255	06/18/2014	Sulphur Springs Valley Elec Coop, Inc.	\$653.38	80331	06/19/2014	Pacific Corrugated Pipe dba AZ Culvert	\$22,899.14
80256	06/18/2014	Sulphur Springs Valley Elec Coop, Inc.	\$1,488.39	80332	06/19/2014	Panayiotis A. Ellinas, MD MPH	\$625.00
80257	06/18/2014	Valley Telephone Cooperative, Inc.	\$287.65	80333	06/19/2014	Pathlab Inc	\$59.53
80258	06/18/2014	Verizon Wireless	\$1,144.23	80334	06/19/2014	Pengad Inc	\$147.34
80259	06/19/2014	Alternative Counseling Service, Inc	\$600.00	80335	06/19/2014	Porta-Pot	\$745.50
80260	06/19/2014	AZ Department of Corrections - Douglas	\$994.00	80336	06/19/2014	Propath Associates	\$225.04
80261	06/19/2014	AZ Department of Corrections - Douglas	\$1,822.26	80337	06/19/2014	Prudential Overall Supply	\$258.73
80262	06/19/2014	AZ Department of Corrections - Douglas	\$68.00	80338	06/19/2014	Purcell's Western State Tire Company	\$1,329.71
80263	06/19/2014	AZ Department of Corrections ASPC-Tucson	\$153.50	80339	06/19/2014	Purcell's Western State Tire Company	\$2,516.07
80264	06/19/2014	AZ Inpatient Medicine Associates	\$160.87	80340	06/19/2014	Recorded Books, LLC	\$483.27
80265	06/19/2014	AZ Machinery Company, LLC dba		80341	06/19/2014	Reed, Cynthia - Court Reporter	\$141.80
		Stolz Equipment	\$3,271.83	80342	06/19/2014	Richardson's Mortuary	\$1,000.00
80266	06/19/2014	AZ Range News	\$62.50	80343	06/19/2014	Rivera, Julio A.	\$437.60
80267	06/19/2014	AZ Range News	\$149.91	80344	06/19/2014	Robertson, Bonita Shirley	\$1,500.00
80268	06/19/2014	AZ State Land Department	\$389.96	80345	06/19/2014	Ross, Ramiro	\$69.10
80269	06/19/2014	AZ State Prison Complex - Fort Grant	\$84.25	80346	06/19/2014	RWC International, LTD	\$2,959.79
80270	06/19/2014	AZ State Prison Complex - Fort Grant	\$235.00	80347	06/19/2014	RWC International, LTD	\$277.35
80271	06/19/2014	AZ State Treasurer	\$184,567.00	80348	06/19/2014	Safeway Stores Inc.	\$11.93
80272	06/19/2014	AZ Supreme Court	\$9.00	80349	06/19/2014	San Pedro Anesthesia, PLLC	\$304.77
80273	06/19/2014	Auletta, Susan P	\$300.00	80350	06/19/2014	Senergy Petroleum LLC	\$44,329.09
80274	06/19/2014	Baird, Leslie A, CR	\$131.60	80351	06/19/2014	Senergy Petroleum LLC	\$1,188.62
80275	06/19/2014	Baker & Taylor, Inc.	\$1,108.50	80352	06/19/2014	SHI International Corp.	\$632.35
80276	06/19/2014	Banning Creek Enterprises, LLC	\$6,726.60	80353	06/19/2014	Sierra Vista Herald/Bisbee Daily Review	\$150.00
80277	06/19/2014	Bear Cat Manufacturing, Inc.	\$285,897.50	80354	06/19/2014	Sierra Vista Medical Group	\$53.57
80278	06/19/2014	BI Incorporated	\$1,026.68	80355	06/19/2014	Sierra Vista Pathology, PC	\$59.53
80279	06/19/2014	Canyon State Wireless Inc.	\$9,996.49	80356	06/19/2014	Sierra Vista, City of	\$923.88
80280	06/19/2014	Carondelet Specialist Group, Inc.	\$247.00	80357	06/19/2014	Solid Waste Assoc of North America (SWANA)	\$500.00
80281	06/19/2014	CDW Government	\$3,393.33	80358	06/19/2014	South East AZ Legal Support (SEALS)	\$4,235.00
80282	06/19/2014	CDW Government	\$1,276.05	80359	06/19/2014	Southwest Disposal LC	\$75.87
80283	06/19/2014	CEMEX Construction Materials South, LLC	\$5,151.45	80360	06/19/2014	Sparkletts	\$19.13
80284	06/19/2014	CEMEX Construction Materials South, LLC	\$636.57	80361	06/19/2014	Sparkletts	\$65.70
80285	06/19/2014	Center for Disease Detection, LLC	\$6.00	80362	06/19/2014	Sprint	\$66.95
80286	06/19/2014	Center for Disease Detection, LLC	\$18.00	80363	06/19/2014	Sulphur Springs Valley Elec Coop, Inc.	\$973.74
80287	06/19/2014	Center for Disease Detection, LLC	\$650.00	80364	06/19/2014	Sunsites Construction LLC	\$19,366.98
80288	06/19/2014	CenturyLink	\$168.35	80365	06/19/2014	Technical Resource Management, Inc.	\$1,045.50
80289	06/19/2014	CenturyLink	\$361.78	80366	06/19/2014	Trademark Visual, Inc.	\$400.00
80290	06/19/2014	CenturyLink	\$2,957.65	80367	06/19/2014	Troxell Communications Inc	\$14,114.64
80291	06/19/2014	CenturyLink	\$843.84	80368	06/19/2014	Truck and Trailer Parts	\$323.97
80292	06/19/2014	CenturyLink	\$267.94	80369	06/19/2014	UniFirst Corporation	\$190.37
80293	06/19/2014	CenturyLink	\$758.18	80370	06/19/2014	UniFirst Corporation	\$190.37
80294	06/19/2014	Chemical Feeding Technologies, Inc.	\$894.67	80371	06/19/2014	UniFirst Corporation	\$199.13
80295	06/19/2014	Cochise Auto Parts, Inc.	\$739.02	80372	06/19/2014	University Physicians Healthcare, Inc.	\$91.38
80296	06/19/2014	Cooke, Stephen R.	\$255.00	80373	06/19/2014	Valley Telephone Cooperative, Inc.	\$190.75
80297	06/19/2014	Copper Queen Community Hospital	\$130.00	80374	06/19/2014	Valley Telephone Cooperative, Inc.	\$104.61
80298	06/19/2014	Copper Queen Medical Associates	\$198.49	80375	06/19/2014	Valley Telephone Cooperative, Inc.	\$55.91
80299	06/19/2014	CRM of America LLC	\$3,429.77	80376	06/19/2014	Westlawn Chapel & Mortuary	\$150.00
80300	06/19/2014	CRM of America LLC	\$7,466.58	80377	06/19/2014	Willcox Auto Parts Inc.	\$957.35
80301	06/19/2014	de Boer, Ruth T.	\$187.50	80378	06/19/2014	Willcox Auto Parts Inc.	\$107.90
80302	06/19/2014	Dell Marketing LP	\$1,726.77	80379	06/19/2014	Apache Elementry School	\$7,000.00
80303	06/19/2014	Deneke, Buffy	\$1,500.00	80380	06/19/2014	Apache Elementry School	\$25,391.11
80304	06/19/2014	Desert Scale & Weighing Equipment, Inc.	\$1,020.50	80381	06/19/2014	Cochise County Finance Revolving Fund	\$52.50
80305	06/19/2014	Diamond Drugs Inc.	\$5,483.45	80382	06/19/2014	Cochise County Justice Court #5	\$7.92
80306	06/19/2014	Dorado Personnel, Sierra Vista Personnel	\$546.00	80383	06/19/2014	Cochise County Justice Court #5	\$517.17
80307	06/19/2014	Dorado Personnel, Sierra Vista Personnel	\$546.00	80384	06/19/2014	Cochise County Public Fiduciary	\$9.01
80308	06/19/2014	Dorado Personnel, Sierra Vista Personnel	\$546.00	80385	06/19/2014	Cochise County Public Fiduciary	\$0.75
80309	06/19/2014	Empire Southwest LLC	\$5,780.11	80386	06/19/2014	Gilfoy, Casey	\$8.16
80310	06/19/2014	Empire Southwest LLC	\$861.27	80387	06/19/2014	Gonzales, Jose	\$100.00
80311	06/19/2014	Fields, Diana	\$100.00	80388	06/19/2014	Jeter, Kelli	\$87.35
80312	06/19/2014	Fleet Management Special Services Section	\$50.73	80389	06/19/2014	K-9 Services	\$16,400.00
80313	06/19/2014	Gale Group	\$26.24	80390	06/19/2014	Kennedy, Charlene	\$44.80
80314	06/19/2014	Granite Construction Company	\$1,154.48	80391	06/19/2014	Perez, Raul	\$100.00
80315	06/19/2014	Greene, Patrick K.	\$4,469.78	80392	06/19/2014	Pitney Bowes Reserve Account	\$10,000.00
80316	06/19/2014	Huachuca Towing Service	\$262.00	80393	06/19/2014	Schasteen, Steve	\$100.00
80317	06/19/2014	Instrument Development Corporation	\$118.91	80394	06/19/2014	Traywick, Catherine L	\$3,422.95
80318	06/19/2014	Keefe Supply Company	\$2,273.95	80395	06/19/2014	Walmart	\$55.84
80319	06/19/2014	Legend Technical Services, Inc.	\$154.00	80396	06/19/2014	Alvarado, Iris	\$520.36
80320	06/19/2014	Legend Technical Services, Inc.	\$89.00	80397	06/19/2014	Berry, Trudy	\$324.80

80398	06/19/2014	Brauchla, Gary	\$65.83	80475	06/26/2014	Bisbee, City of (Ambulance)	\$1,034.12
80399	06/19/2014	Cervantes, Tim	\$17.09	80476	06/26/2014	Bourke, Nancy	\$4,840.22
80400	06/19/2014	Cooper, Renee	\$198.80	80477	06/26/2014	Breaching Technologies, Inc.	\$5,390.00
80401	06/19/2014	Gilligan, Judith	\$94.40	80478	06/26/2014	Butterfeild Custom Painting	\$450.00
80402	06/19/2014	James, Shanna	\$180.00	80479	06/26/2014	Cardinal Health Inc.	\$788.23
80403	06/19/2014	Lynch, Jim	\$24.57	80480	06/26/2014	CareTrust Publications LLC	\$299.00
80404	06/19/2014	Miller, Carmen	\$49.12	80481	06/26/2014	CenturyLink	\$66.16
80405	06/19/2014	Montoya, Marisol	\$277.76	80482	06/26/2014	CenturyLink	\$553.72
80406	06/19/2014	Porter, Radi Ann	\$735.60	80483	06/26/2014	CenturyLink	\$321.40
80407	06/19/2014	Scriven, April	\$206.00	80484	06/26/2014	CenturyLink	\$2,274.78
80408	06/19/2014	Scull, Delcy G	\$139.00	80485	06/26/2014	CenturyLink	\$248.68
80409	06/19/2014	Teran, Mayela M	\$31.36	80486	06/26/2014	CenturyLink	\$32.18
80410	06/19/2014	Weissler, Liza Y.	\$21.78	80487	06/26/2014	CenturyLink	\$205.57
80411	06/24/2014	American First Financial, LLC	\$77.35	80488	06/26/2014	Child & Family Resources, Inc.	\$8,100.52
80412	06/24/2014	Cochise County/Sheakley/National Bank	\$8,150.59	80489	06/26/2014	Cochise County Assoc for the Handicapped	\$268.40
80413	06/24/2014	Colonial Supplemental Insurance	\$11.50	80490	06/26/2014	Cochise Private Industry Council, Inc.	\$51,481.00
80414	06/24/2014	Correction Officers	\$287.61	80491	06/26/2014	Copper Queen Community Hospital	\$32,135.52
80415	06/24/2014	DCS	\$359.65	80492	06/26/2014	CRF Investigations, Inc.	\$3,619.78
80416	06/24/2014	General Revenue Corporation	\$128.85	80493	06/26/2014	CRM of America LLC	\$7,965.50
80417	06/24/2014	GMAC, c/o Jennifer A. Christie	\$20.72	80494	06/26/2014	Culligan of Tucson	\$101.08
80418	06/24/2014	Gurstel Chargo PA	\$224.14	80495	06/26/2014	D&M Well Service	\$10,620.42
80419	06/24/2014	NYS Child Support Processing Center	\$49.00	80496	06/26/2014	DeConcini McDonald Yetwin	\$162.50
80420	06/24/2014	Pre-paid Legal Services, Inc. dba LegalShield	\$1,758.70	80497	06/26/2014	Demco Inc.	\$21.90
80421	06/24/2014	Public Safety Retirement Syst	\$544.33	80498	06/26/2014	Deneke, Buffy	\$600.00
80422	06/24/2014	Public Safety Retirement Syst	\$1,231.94	80499	06/26/2014	Deneke, Buffy	\$900.00
80423	06/24/2014	Support Payment Clearinghouse	\$6,009.30	80500	06/26/2014	Deneke, Buffy	\$431.20
80424	06/24/2014	U.S. Department of Education	\$160.79	80501	06/26/2014	Diamond Drugs Inc.	\$4,114.97
80425	06/24/2014	United Way	\$80.00	80502	06/26/2014	DiRoberto, Joseph	\$5,237.32
80426	06/25/2014	AZ Public Service (APS)	\$2,549.68	80503	06/26/2014	Dorado Personnel, Sierra Vista Personnel	\$546.00
80427	06/25/2014	AZ Public Service (APS)	\$1,892.17	80504	06/26/2014	Eastern AZ Courier	\$44.00
80428	06/25/2014	AZ Water Company	\$4,477.12	80505	06/26/2014	Eidson, Faith	\$150.00
80429	06/25/2014	Dell Marketing LP	\$2,227.30	80506	06/26/2014	Emily Danies Attorney at Law LLC	\$1,985.00
80430	06/25/2014	SHI International Corp.	\$1,094.95	80507	06/26/2014	Empire Southwest LLC	\$104.25
80431	06/25/2014	Sulphur Springs Valley Elec Coop, Inc.	\$16,120.40	80508	06/26/2014	EnvisionWare, Inc.	\$1,011.53
80432	06/25/2014	Benson, City of	\$486.16	80509	06/26/2014	Five Star Publishing	\$512.82
80433	06/25/2014	Clear Springs Utility, Inc.	\$67.64	80510	06/26/2014	Gonzales, Mario A.	\$250.00
80434	06/25/2014	Pueblo del Sol Water Company	\$227.46	80511	06/26/2014	Granite Construction Company	\$15,306.42
80435	06/25/2014	Southwest Gas Corporation	\$123.36	80512	06/26/2014	Griffith, David B. Esq.	\$11,860.00
80436	06/25/2014	Sulphur Springs Valley Elec Coop, Inc.	\$632.59	80513	06/26/2014	Hamilton, Linda T.	\$325.00
80437	06/25/2014	Cochise County Assoc for the Handicapped	\$237.20	80514	06/26/2014	Hancock, Charles	\$126.56
80438	06/25/2014	Verizon Wireless	\$260.98	80515	06/26/2014	Horizon Travel Magazine Limited	\$4,000.00
80439	06/25/2014	Cochise County Juvenile Court Services	\$221.20	80516	06/26/2014	HOV Services/Lason Systems	\$100.83
80440	06/25/2014	Cochise County School Superintendent	\$20.00	80517	06/26/2014	HOV Services/Lason Systems	\$100.83
80441	06/26/2014	AOC Corrections Officer Retire	\$18,224.60	80518	06/26/2014	Interstate Battery	\$437.59
80442	06/26/2014	Correction Officers	\$17,148.87	80519	06/26/2014	Intoximeters, Inc.	\$2,654.78
80443	06/26/2014	Public Safety Retirement Syst	\$79,501.78	80520	06/26/2014	Keefe Supply Company	\$1,285.34
80444	06/26/2014	Public Safety Retirement Syst	\$22,262.56	80521	06/26/2014	Lamoree, Candace Jean	\$260.00
80445	06/26/2014	Air Evac Services, Inc.	\$7,323.79	80522	06/26/2014	Law Offices of Joseph Mendoza PLLC	\$10,730.25
80446	06/26/2014	Alex Espinosa's Bisbee Funeral Home	\$2,633.00	80523	06/26/2014	Long, Jerrod D. DDS	\$1,053.00
80447	06/26/2014	Alternative Counseling Service, Inc	\$985.00	80524	06/26/2014	Lowell A. Jensen, PLC	\$1,000.00
80448	06/26/2014	ANOA	\$1,200.00	80525	06/26/2014	Madden Preprint Media	\$317.00
80449	06/26/2014	AZ Department of Corrections - Douglas	\$696.00	80526	06/26/2014	McGowan, Mark J.	\$12,278.00
80450	06/26/2014	AZ Department of Corrections - Douglas	\$8.00	80527	06/26/2014	MedReturn, LLC	\$6,750.00
80451	06/26/2014	AZ Department of Corrections - Douglas	\$574.75	80528	06/26/2014	Merle's Automotive Supply, Inc.	\$1,947.10
80452	06/26/2014	AZ Department of Corrections - Douglas	\$85.00	80529	06/26/2014	Mesquite S & S Excavating	\$145.00
80453	06/26/2014	AZ Department of Corrections - Douglas	\$55.25	80530	06/26/2014	Mindful Lactation	\$88.00
80454	06/26/2014	AZ Department of Corrections - Douglas	\$917.25	80531	06/26/2014	National Association of Counties (NACO)	\$2,627.00
80455	06/26/2014	AZ Department of Corrections ASPC-Tucson	\$137.50	80532	06/26/2014	O'Rielly Chevrolet, Inc.	\$61.05
80456	06/26/2014	AZ Department of Environmental Quality	\$8,724.79	80533	06/26/2014	Occupational Health Ctr of the Southwest, P.A.	\$146.31
80457	06/26/2014	AZ State Prison Complex - Fort Grant	\$564.26	80534	06/26/2014	Office of Vital Records	\$4,280.00
80458	06/26/2014	AZ State Prison Complex - Fort Grant	\$471.40	80535	06/26/2014	Office Smart	\$2,298.02
80459	06/26/2014	AZ State Prison Complex - Fort Grant	\$158.50	80536	06/26/2014	OfficeMax North America Inc.	\$687.91
80460	06/26/2014	AZ State Prison Complex - Fort Grant	\$142.17	80537	06/26/2014	Penworthy Co	\$580.02
80461	06/26/2014	AZ State Prison Complex - Fort Grant	\$2,680.00	80538	06/26/2014	PrevenTronics	\$1,083.74
80462	06/26/2014	AZ State Prison Complex - Fort Grant	\$243.00	80539	06/26/2014	ProForce Law Enforcement	\$3,074.37
80463	06/26/2014	AZ Supreme Court	\$9.50	80540	06/26/2014	Prudential Overall Supply	\$122.07
80464	06/26/2014	AZ Supreme Court	\$1.00	80541	06/26/2014	Prudential Overall Supply	\$253.64
80465	06/26/2014	Armed Forces Bank	\$96.00	80542	06/26/2014	Recorded Books, LLC	\$326.94
80466	06/26/2014	Ascent Aviation Group, Inc.	\$13,425.99	80543	06/26/2014	Reed, Cynthia - Court Reporter	\$14.00
80467	06/26/2014	Audio Editions	\$409.51	80544	06/26/2014	Reed, Cynthia - Court Reporter	\$694.40
80468	06/26/2014	AZ Prosecuting Attorneys' Advisory Council APAAC	\$1,040.00	80545	06/26/2014	Richey Appraisals	\$450.00
80469	06/26/2014	Baird, Leslie A, CR	\$378.00	80546	06/26/2014	Rivera, Julio A.	\$86.95
80470	06/26/2014	Baker & Taylor, Inc.	\$1,023.02	80547	06/26/2014	Robertson, Bonita Shirley	\$600.00
80471	06/26/2014	Barcelo, Raul	\$400.00	80548	06/26/2014	Rothrock Investigations	\$1,129.83
80472	06/26/2014	Bashas Loss Prevention	\$200.00	80549	06/26/2014	Rothrock, Rodney	\$260.00
80473	06/26/2014	Beacon Secure	\$50.00	80550	06/26/2014	RWC International, LTD	\$124.04
80474	06/26/2014	Bisbee Observer	\$113.73	80551	06/26/2014	Safelite Autoglass Corp.	\$139.81
				80552	06/26/2014	Schlesinger, Aaron	\$2,918.60

80553	06/26/2014	Senergy Petroleum LLC	\$30,060.47
80554	06/26/2014	Senergy Petroleum LLC	\$26,581.38
80555	06/26/2014	Sierra Vista, City of	\$20,048.15
80556	06/26/2014	Sierra Vista, City of	\$3,648.59
80557	06/26/2014	Singleton & Lee	\$630.00
80558	06/26/2014	Sparkletts	\$205.74
80559	06/26/2014	Staples	\$3,308.67
80560	06/26/2014	Sulphur Springs Valley Elec Coop, Inc.	\$618.57
80561	06/26/2014	Super Stop	\$120.00
80562	06/26/2014	The Law Office of Castro & Le, PLLC	\$3,400.00
80563	06/26/2014	Thomson West	\$1,128.08
80564	06/26/2014	Thomson West	\$10,220.29
80565	06/26/2014	Thomson West	\$1,846.00
80566	06/26/2014	Thornsberry, Harold	\$50.00
80567	06/26/2014	UniFirst Corporation	\$565.04
80568	06/26/2014	VCA Apache Animal Hospital	\$959.81
80569	06/26/2014	Walmart	\$39.94
80570	06/26/2014	Watson Chevrolet	\$1,627.66
80571	06/26/2014	Wells, Doris	\$105.00
80572	06/26/2014	West Press	\$2,741.73
80573	06/26/2014	West Press	\$88.51
80574	06/26/2014	West Press	\$722.11
80575	06/26/2014	Wick Communications	\$180.00
80576	06/26/2014	Willcox Auto Parts Inc.	\$11.65
80577	06/26/2014	Willcox Auto Parts Inc.	\$1,128.15
80578	06/26/2014	WR Ryan Company	\$5,879.92
80579	06/26/2014	Call, Pat	\$3,435.38
80580	06/26/2014	Carmichael, Barbara	\$19.95
80581	06/26/2014	CenturyLink	\$33.08
80582	06/26/2014	Cochise College Benson Center	\$40.00
80583	06/26/2014	Cochise County BOS / Petty Cash	\$1,384.95
80584	06/26/2014	Cochise County Emergency Medical Serv Cnc	\$50.00
80585	06/26/2014	Cochise County Fire Chiefs Association	\$50.00
80586	06/26/2014	Cochise County Justice Court #5	\$272.93
80587	06/26/2014	Cochise County Public Fiduciary	\$18.53
80588	06/26/2014	Cochise County Sheriff's Department	\$482.17
80589	06/26/2014	Cochise County Sheriff's Department	\$47.63
80590	06/26/2014	Cochise County Solid Waste Management	\$47.21
80591	06/26/2014	Dory, Dan	\$100.00
80592	06/26/2014	Flannigan, Ana	\$124.00
80593	06/26/2014	Garcia, Lynn	\$794.49
80594	06/26/2014	Godfrey, Marilyn	\$69.44
80595	06/26/2014	Kelley Jones / Petty Cash	\$43.62
80596	06/26/2014	Murray, Juanita	\$43.13
80597	06/26/2014	Pioneer Title Agency	\$20,000.00
80598	06/26/2014	Trebilcock, Robert Esq.	\$10,694.49
80599	06/26/2014	Worley, Ollie	\$15.00
80600	06/26/2014	Bannon, Terry	\$37.00
80601	06/26/2014	Berry, Trudy	\$92.00
80602	06/26/2014	Brickey, Janet	\$158.00
80603	06/26/2014	Call, Pat	\$401.56
80604	06/26/2014	De La Cruz, Noriko	\$174.63
80605	06/26/2014	De La Cruz, Noriko	\$124.75
80606	06/26/2014	Durazo, Jesus M.	\$34.00
80607	06/26/2014	Falkenberg, Raymond A	\$16.24
80608	06/26/2014	Fero, Vincent	\$304.12
80609	06/26/2014	Furnier, Katja	\$150.20
80610	06/26/2014	Lewis, Carrie	\$34.00
80611	06/26/2014	Munoz, Ana Angelica	\$444.92
80612	06/26/2014	Nelson, Anita	\$57.12
80613	06/26/2014	Pones, Rochelle	\$194.32
80614	06/26/2014	Porter, Radi Ann	\$51.00
80615	06/26/2014	Reed, Donna	\$135.52
80616	06/26/2014	Schmitt, Patrick	\$34.00
80617	06/26/2014	Teran, Mayela M	\$78.00
80618	06/26/2014	Teso, Brandie	\$105.00
80619	06/26/2014	Thomas, Yolanda	\$252.84
80620	06/26/2014	Wielander, Robert	\$33.04
80621	06/27/2014	B & D Lumber & Hardware	\$573.42
80622	06/27/2014	Ruppel, Doug	\$25.00

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
REGULAR MEETING HELD ON
Tuesday, July 8, 2014**

A regular board meeting of the Cochise County Board of Supervisors was held on Tuesday, July 8, 2014 10:00 a.m. in the Board of Supervisors' Hearing Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Patrick G. Call, Chairman; Ann English, Vice-Chairman; Richard R. Searle, Member
Staff Michael J. Ortega, County Administrator; Jim Vlahovich, Deputy County Administrator;
Present: Britt W. Hanson, Chief Civil Deputy County Attorney; Arlethe G. Rios, Clerk of the Board

Chairman Call called the meeting to order at 10:00 a.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

CONSENT

Board of Supervisors

1. Approve the Minutes of the regular meeting of the Board of Supervisors of June 24, 2014.

Community Development

2. Adopt Zoning Ordinance 14-07, approving Docket Z-14-06, amending the zoning district designation for parcel 120-02-001E to RU-2 from RU-4, pursuant to the request of applicant Ken Ryan.
3. Approve the renewal of Contract No. IFB 10-66-HFP-04 for emulsified asphalt products for the Community Development Highway and Floodplain Division to Western Emulsions, Inc. in the not to exceed amount of \$600,000 for the period of August 1, 2014 through July 31, 2015.

County Attorney

4. Approve the renewal of Crime Victim Assistance Grant No. VA-15-019, in the amount of \$21,044 between the Arizona Criminal Justice Commission and Cochise County Attorney's Office, for the period July 1, 2014 to June 30, 2015.
5. Approve the Arizona Criminal Justice Commission (ACJC) Drug, Gang and Violent Crime Control Grant Agreement in the amount of \$157,304 between the Arizona Criminal Justice Commission and Cochise County for the period July 1, 2014 through June 30, 2015.
6. Approve the City of Tucson High Intensity Drug Trafficking Area (HIDTA) Grant Agreement HT-14-2329 in the amount of \$120,568 between the City of Tucson and Cochise County for the period January 1, 2014 through December 31, 2015.

County Treasurer

7. Adopt Resolution 14-20, establishing a revolving line of credit for the County from JP Morgan Chase Bank, N.A. pursuant to A.R.S. Section 11-604.01 and authorize the County Treasurer to enter into an agreement with the bank to provide the line of credit to the County for all districts on the attached Schedule 1-A.
8. Adopt Resolution 14-21, approving the form and authorizing the execution and delivery of a Line of Credit agreement for Cochise County between the Treasurer of Cochise County and J.P. Morgan Chase Bank ratifying all actions taken to date with respect to the Line of Credit Agreement.

Court Administration

9. Approve Amendment B to the Court Consolidation Agreement between Cochise County and the City of Sierra Vista, effective July 1, 2014 through June 30, 2015.

Elections & Special Districts

10. Adopt Resolution 14-19, canceling the Election of certain Precinct Committeemen for the 2014 Primary Election and appointing all candidates that filed to run for Precinct Committeemen for those precincts in which no election is required.

Finance

11. Approve demands and budget amendments for operating transfers.

Warrants Nos. 80249-80410, 80426-80440, 80445-80646 were issued in the amount of \$1,317,058.99.

Pursuant to A.R.S. §11-217(C), the published minutes shall include all demands and warrants approved by the Board in excess of one thousand dollars except that multiple demands and warrants from a single supplier or individual under one thousand dollars whose cumulative total exceeds one thousand dollars in a single reporting period shall also be published.

Issued warrants are listed as an attachment at the end of the minutes.

Juvenile Probation

12. Approve Proclamation declaring July 13 through July 19, 2014 as Probation, Parole and Community Supervision Week.

Vice-Chairman English moved to approve Consent Agenda items 1 - 12. Supervisor Searle seconded the motion and it carried unanimously.

PUBLIC HEARINGS

Solid Waste

13. Adopt Resolution 14-16, authorizing a \$1.50 increase to the Solid Waste rate for Fiscal Year 2014-15 from \$53.50 to \$55.00 per ton tipping fee, effective August 8, 2014.

Mr. Marty Haverty, Solid Waste Management Director, presented this item. Mr. Haverty said that there were 3 items addressing the change in fee schedule A and he would like to address them in one discussion. He noted that for the Resolution 14-16 several analysis had been done both internally and externally and it was concluded that in order to reach the break even point the fee needed to be increased to \$60, but staff and the Rate Review and Advisory Board (RRAB) recommend an increase of \$1.50.

Mr. Britt Hanson, Deputy County Attorney, stated that all 3 public hearings could be discussed at the same time since they all impacted the same fee schedule.

Mr. Haverty moved on to Resolution 14-17 and stated that the construction and demolition disposal rate was being changed as a recommendation from the RRAB, who wanted to ensure we could increase the services we provide to the small businesses in the area. He noted that the department is looking at different ways to dispose of this type of waste in a more cost effective manner and that if this type of waste was used for other purposes by the County in the future, the rate would be decreased.

Mr. Haverty explained that Resolution 14-18, authorized the elimination of the reduced tipping fee for commercial haulers who directly haul over 2,500 tons of material to the landfill. He said that they had added this reduction to the schedule for commercial haulers who directly hauled materials to landfill, but after competitors lowered their fees it has not been used.

Chairman Call opened the public hearing for all 3 items.

No one chose to speak and Chairman Call closed the public hearing.

Supervisor Searle moved to adopt Resolution 14-16, authorizing a \$1.50 increase to the Solid Waste rate for Fiscal Year 2014-15 from \$53.50 to \$55.00 per ton tipping fee, effective August 8, 2014. Vice-Chairman English seconded the motion.

Vice-Chairman English noted that although the tipping fees were raised, the amount still does not cover the entire cost to provide these services and the County's general fund paid for the difference.

Mr. Ortega mentioned that this would be Mr. Haverty's last meeting before he retired in September and he wanted to commend him on his dedication to the County and the Solid Waste Management Department as it is a very tough business to operate and coordinate.

Chairman Call called for the vote and it was approved 3-0.

14. Adopt Resolution 14-17, authorizing a \$6.50 increase to the Solid Waste Construction and Demolition disposal rate for Fiscal Year 2014-15 from \$53.50 to \$60.00 per ton tipping fee effective August 8, 2014.

This item was heard in conjunction with item 13.

Vice-Chairman English moved to Adopt Resolution 14-17, authorizing a \$6.50 increase to the Solid Waste Construction and Demolition disposal rate for Fiscal Year 2014-15 from \$53.50 to \$60.00 per ton tipping fee effective August 8, 2014. Supervisor Searle seconded the motion.

Chairman Call called for the vote and it was approved 3-0.

15. Adopt Resolution 14-18, authorizing the elimination of the reduced tipping fee for commercial haulers who directly haul over 2,500 tons of material to the Western Regional on an annual basis.

This item was heard in conjunction with item 13.

Supervisor Searle moved to adopt Resolution 14-18, authorizing the elimination of the reduced tipping fee for commercial haulers who directly haul over 2,500 tons of material to the Western Regional on an annual basis. Vice-Chairman English seconded the motion.

Chairman Call called for the vote and it was approved 3-0.

ACTION

Community Development

16. Extend the Sonora Verde Subdivision (Docket S-87-07) Assurance Agreement with Fidelity National Title Agency, Inc., an Arizona Corporation, as trustee under trust number 10353, to May 17, 2017, and authorize the Chairman to sign the Agreement.

Vice-Chairman English moved to approve the extension of the Sonora Verde Subdivision (Docket S-87-07) Assurance Agreement with Fidelity National Title Agency, Inc., an Arizona Corporation, as trustee under trust number 10353, to May 17, 2017, and authorize the Chairman to sign the Agreement. Supervisor Searle seconded the motion.

Mr. Peter Gardner, Planner 1, presented this item. Mr. Gardner gave the background of the subdivision and stated that staff recommended approval for the extension to ensure that the applicant finishes the last 6 parcels that need improvements. He noted that the taxes for the parcel were current and that there are citizens residing in this subdivision.

Supervisor Searle asked if the parcels could be developed.

Mr. Gardner said that they could be developed and clarified that the roads in the subdivision did belong to the County's road maintenance system.

Chairman Call called for the vote and it was approved 3-0.

17. Approve an increase and the renewal of Contract No. IFB 11-51-HFP-04 for Guardrail Repair and Replacement for the Community Development Highway and Floodplain Division to Brown & White, Inc. in the not to exceed amount of \$372,370 for the period of August 1, 2014 through July 31, 2015 .

Supervisor Searle moved to approve an increase and the renewal of Contract No. IFB 11-51-HFP-04 for Guardrail Repair and Replacement for the Community Development Highway and Floodplain Division to Brown & White, Inc. in the not to exceed amount of \$372,370 for the period of August 1, 2014 through July 31, 2015. Vice-Chairman English seconded the motion.

Mr. Terry Hudson, Senior Buyer, presented this item. Mr. Hudson said that the actual fiscal year amount was \$260,000 and the additional amount would cover the Gleeson project, which was moved up to this fiscal year.

Supervisor Searle asked if the proper procedure was done to ensure this company still offered the best price.

Mr. Hudson said that all procedures were followed to ensure the County received the best price.

Chairman Call called for the vote and it was approved 3-0.

Indigent Defense

18. Approve the transfer of funds in the amount of \$100,000 from General Fund Contingency Account to Indigent Defense Coordinator (IDC) budget accounts.

Vice-Chairman English moved to approve the transfer of funds in the amount of \$100,000 from General Fund Contingency Account to Indigent Defense Coordinator (IDC) budget accounts. Supervisor Searle seconded the motion.

Mr. Michael Ortega, County Administrator, presented this item. Mr. Ortega said this was a follow up to budget discussions held earlier in the year. He noted that funds were allocated for these capital cases, but the costs were more than was budgeted for.

Vice-Chairman English asked how much was allocated for the new fiscal year.

Mr. Ortega said that he had allocated \$300,000, but noted that with capital cases it was always hard to have a correct estimate.

Chairman Call asked what would occur if the County could not fund these capital cases.

Mr. Hanson stated that we were mandated to provide these services.

Supervisor Searle noted that there had been discussion in legislature whether this cost was the County's responsibility or the State's responsibility.

Chairman Call called for the vote and it was approved 3-0.

Procurement

19. Approve an award of contract for Legal Advertising Services in accordance with ARS §11-255, and as per responses received to Invitation for Bids (IFB) No. 14-37-PUR-03 to Arizona Range News for the period of July 1, 2014 through June 30, 2015.

Supervisor Searle moved to approve an award of contract for Legal Advertising Services in accordance with ARS §11-255, and as per responses received to Invitation for Bids (IFB) No. 14-37-PUR-03 to Arizona Range News for the period of July 1, 2014 through June 30, 2015. Vice-Chairman English seconded the motion.

Mr. Terry Rutan, Senior Buyer, presented this item. Mr. Rutan stated that this is in accordance with Arizona Statutes and gave the background on the bids. He said that since Arizona Range News was the least expensive and staff recommended approval.

Chairman Call called for the vote and it was approved 3-0.

CALL TO THE PUBLIC

Chairman Call opened the call to the public.

Mr. Jack Cook addressed the Board on matters of personal concern.

No one else chose to speak and Chairman Call closed the call to the public.

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda.

REPORT BY MICHAEL J. ORTEGA, COUNTY ADMINISTRATOR -- RECENT AND PENDING COUNTY MATTERS

Mr. Michael Ortega said that staff was finishing up preparation for the tentative budget, which would be heard at a special meeting on July 21st with the final budget being heard at a special meeting on August 4th.

SUMMARY OF CURRENT EVENTS

Report by District 1 Supervisor, Patrick Call

Chairman Call stated that the fireworks show in Sierra Vista was held regardless of the weather and had been successful. He also noted that he would be showing the Mansker Recharge Project to some visitors from Washington DC.

Report by District 2 Supervisor, Ann English

Vice-Chairman English commented on all of the 4th of July activities countywide and noted that she was part of the parade in Douglas.

Report by District 3 Supervisor, Richard Searle

Supervisor Searle stated that he would be attending a meeting with the United States Fish and Wildlife Service and a meeting with the US/Mexico Coalition in the coming week.

Chairman Call adjourned the meeting at 10:40 a.m.

APPROVED:

Patrick G. Call, Chairman

ATTEST:

Arlenthe G. Rios, Clerk of the Board

Board of Supervisors

Regular Board of Supervisors Meeting

Meeting Date: 07/22/2014

Approve Proclamation: Declare August 2014 Child Support Awareness Month

Submitted By: Arlethe Rios, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Document Signatures:

Recommendation:

of ORIGINALS

Submitted for Signature:

NAME n/a

TITLE n/a

of PRESENTER:

of PRESENTER:

Mandated Function?:

Source of Mandate
or Basis for Support?:

Information

Agenda Item Text:

Approve a Proclamation declaring August 2014 to be Child Support Awareness Month.

Background:

Governor's Proclamation and Cochise County's proclamations attached.

Department's Next Steps (if approved):

Post Governor's Proclamation in lobby and file Cochise County's Proclamation.

Impact of NOT Approving/Alternatives:

n/a

To BOS Staff: Document Disposition/Follow-Up:

Proclamation to be read aloud at meeting during Presentations. Will be presented to Dean Coates, Child Support Operations Supervisor, Department of Economic Security Division of Child Support Services (DCSS).

Budget Information

*Information about available funds*Budgeted: ☐Funds Available: ☐

Amount Available:

Unbudgeted: ☐Funds NOT Available: ☐Amendment: ☐

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

2014 Child Support Awareness Month

*PROCLAMATION
"CHILD SUPPORT AWARENESS MONTH"*

WHEREAS, Arizona promotes a thriving, productive, proactive and engaging community and tribes across all its counties by taking a collaborative and holistic approach to help families benefit from both co-parenting and community support; and

WHEREAS, providing financial support represents a part of parental responsibility and consistent financial support minimizes conflict between parents, ensures a greater opportunity for involvement of both parents, and increases the likelihood of children reaching their full potential; and

WHEREAS, parents spending quality time with their children and focusing on healthy, positive, and nurturing interactions and experiences helps form a healthy bond and contributes to a stronger productive state; and

WHEREAS, Arizona promotes the regular payment of support in regards to children and families of all demographics with employers, workforce programs, parenting advocacy organizations, faith based and community groups, and independent child welfare organizations by taking a holistic approach to best meet economic and social needs; and

WHEREAS, the Arizona Department of Economic Security, Division of Child Support Enforcement collaborates with the Office of the Attorney General, federal and state agencies, tribal governments, County Attorney Offices, County Clerks of Court, faith-based and community organizations, fatherhood groups, enforcement agencies, the business community and employers, and other interested parties in sustaining a stalwart community that assists parents in establishing a financial partnership to support their children; and

WHEREAS, with the focus of partnering being of great importance, the Department of Economic Security is changing the name of the Division of Child Support Enforcement to the Division of Child Support Services, with the division taking the steps to effectively educate and train all child support staff and partners to provide positive customer engagement and having available quality supportive services within the community to effectively aid parents as they work to meet the physical development, emotional growth, and economic stability of Arizona's children.

NOW, THEREFORE, we, the Cochise County Board of Supervisors, do hereby support and endorse the Governor's Proclamation to proclaim the month of August 2014 as CHILD SUPPORT AWARENESS MONTH.

APPROVED AND ADOPTED this 22nd day of July, 2014.

*Patrick G. Call
Chairman*

*Ann English
Vice-Chairman*

*Richard R. Searle
Supervisor*

Regular Board of Supervisors Meeting**Community Development****Meeting Date:** 07/22/2014

Establishing a portion of Gleeson Road as a Declared County Highway

Submitted By: Terry Couchenour, Community Development**Department:** Community Development**Division:** Highways**Presentation:** No A/V Presentation**Recommendation:** Approve**Document Signatures:** BOS Signature Required**# of ORIGINALS Submitted for Signature:** 1**NAME of PRESENTER:** N/A**TITLE of PRESENTER:** N/A**Docket Number (If applicable):** N/A**Mandated Function?:** Federal or State Mandate**Source of Mandate or Basis for Support?:** ARS 28-6701 & 28-6702**Information****Agenda Item Text:**

Accept County Engineer recommendation to establish approximately 10 miles of Gleeson Road, as described therein, as a Declared County Highway, and schedule a Public Hearing for August 12, 2014.

Background:

Recommendation: This department recommends that the Engineer's recommendation be accepted and that a public hearing be set for August 12, 2014 to establish the remaining segments of Gleeson Road Road, from Tombstone to Highway 191, as a declared County Highway.

Background (Brief): Gleeson Road connects the City of Tombstone to the communities of Gleeson and Elfrida, and is one of only two central routes between Highway 80 and Highway 191. Due to the use of this vital corridor for agriculture and residential purposes, the Board of Supervisors directed that the road be upgraded from a native surface to a chip-sealed surface. Over several years the road has been improved via a combination of contracted and in-house efforts.

While Gleeson Road was declared a County Highway in 1905, the declaration was rescinded by Resolution 03-82 so that the road could be signed as a Primitive Road. Due to the improved condition of the road, it no longer serves as a Primitive Road. In 2009 and 2011 several resolutions were adopted to reestablish portions as a County Highway. With the completion of the road improvement staff recommends that a public hearing date be set for the Board to consider reestablishing the remaining segment as a Declared County Highway.

Department's Next Steps (if approved):

Upon acceptance of the Engineer's recommendation, a public hearing will be scheduled and advertised as required by statute.

Impact of NOT Approving/Alternatives:

A portion of Gleeson Road will not be established as a Declared County Highway.

To BOS Staff: Document Disposition/Follow-Up:

Please return the signed legal notice to the H&F Right-of-way Division for H&F staff to advertise.

Attachments

Executive Summary for Gleeson Road

Location Map for Gleeson Road

Notice for Public Hearing for Gleeson Road



COCHISE COUNTY

COMMUNITY DEVELOPMENT

"Public Programs...Personal Service"

MEMORANDUM

DATE: July 1, 2014
TO: Board of Supervisors
THRU: Karen Riggs, P.E., County Engineer
FROM: Terry Couchenour, Right-of-way/GIS
SUBJECT: **Gleeson Road, County Highway Establishment**

Recommendation: This department recommends that the Engineer's recommendation be accepted and that a public hearing be set for August 12, 2014 to establish the remaining segments of Gleeson Road Road, from Tombstone to Highway 191, as a declared County Highway.

Background (Brief): Gleeson Road connects the City of Tombstone to the communities of Gleeson and Elfrida, and is one of only two central routes between Highway 80 and Highway 191. Due to the use of this vital corridor for agriculture and residential purposes, the Board of Supervisors directed that the road be upgraded from a native surface to a chip-sealed surface. Over several years the road has been improved via a combination of contracted and in-house efforts.

While Gleeson Road was declared a County Highway in 1905, the declaration was rescinded by Resolution 03-82 so that the road could be signed as a Primitive Road. Due to the improved condition of the road, it no longer serves as a Primitive Road. In 2009 and 2011 several resolutions were adopted to reestablish portions as a County Highway. With the completion of the road improvement staff recommends that a public hearing date be set for the Board to consider reestablishing the remaining segment as a Declared County Highway.

Fiscal Impact & Funding Sources: No fiscal impact for accepting the Engineer's recommendation and setting a public hearing date.

Next Steps/Action Items/Follow-up: Upon acceptance of the Engineer's recommendation, a public hearing will be scheduled and advertised as required by statute.

Impact of Not Approving: A portion of Gleeson Road will not be established as a Declared County Highway.



LOCATION MAP

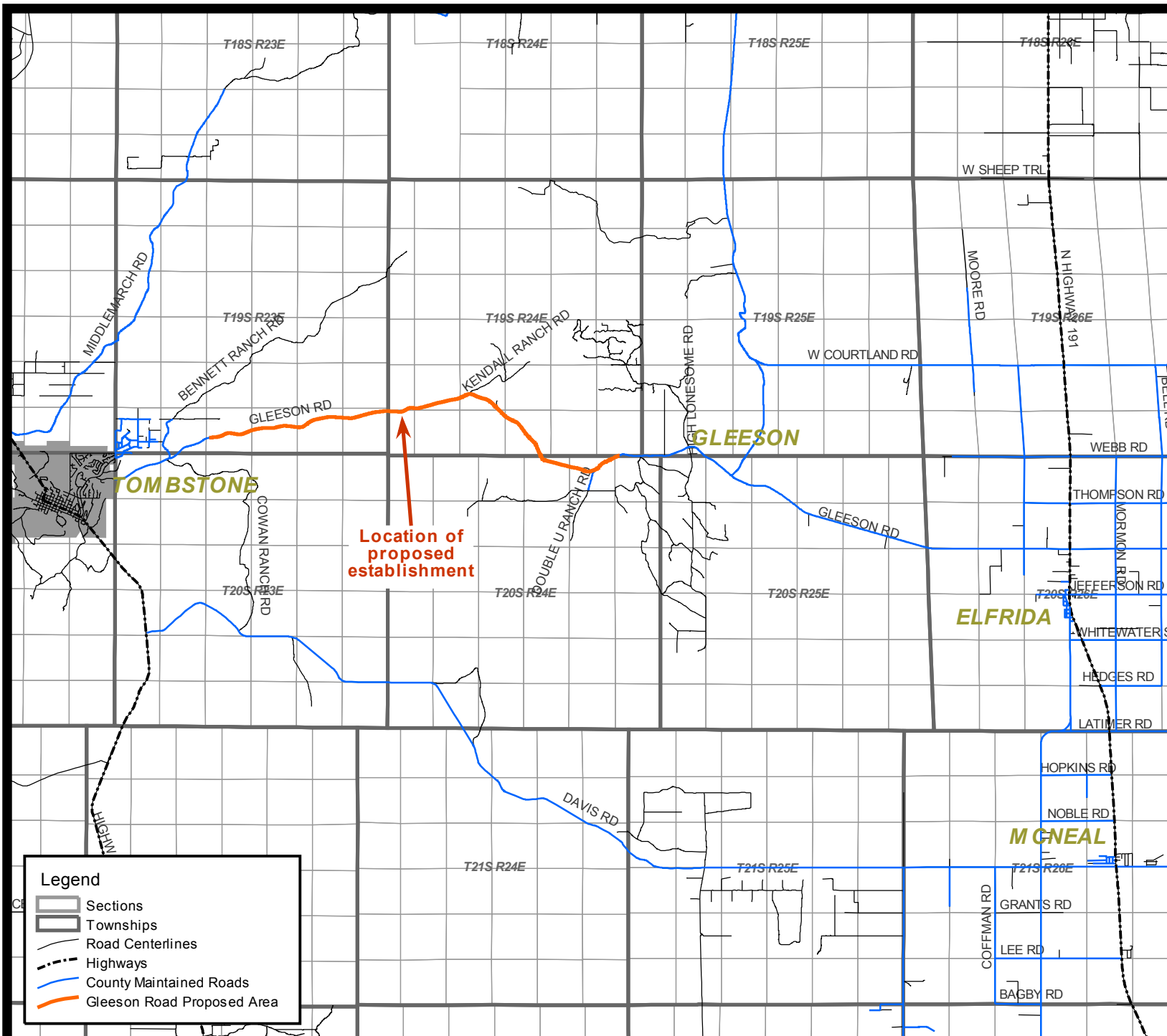
Proposed
establishment of
Gleeson Road
as a Declared
County Highway

Located within
Sections 33, 34,
35 and 36 of
Township 19 South
Range 23 East
and
Sections 28, 29, 30,
31, 33, 34 and 36
Township 19 South
Range 24 East
and
Sections 1, 2 and 3
Township 20 South
Range 24 East
G.&S.R.M.



0' 1" = 16000'

This document is a graphic representation
only, utilizing best available sources.
Cochise County assumes
no responsibility for any errors.



Legend

- Sections
- Townships
- Road Centerlines
- Highways
- County Maintained Roads
- Gleeson Road Proposed Area

PUBLIC HEARING

ESTABLISHMENT OF A COUNTY HIGHWAY

There has been filed with the Board of Supervisors of Cochise County, Arizona, a road petition/County Engineer recommendation praying for the establishment of a County Highway, more particularly described as follows:

A portion of Gleeson Road, located in Sections 33, 34, 35 and 36 of Township 19 South, Range 23 East and Sections 28, 29, 30, 31, 33, 34 and 36 of Township 19 South, Range 24 East and Sections 1, 2 and 3 of Township 20 South, Range 24 East of the Gila and Salt River Base, Cochise County, Arizona, and more particularly described as follows:

Said Gleeson Road being 66 to 100 feet in width as dedicated, beginning approximately 2.3 miles east of the Tombstone City Limits, said point also being the east boundary of that portion previously declared per Resolution 11-19 and recorded as document number 2011-10709, and running east approximately 10 miles to the west boundary of that portion previously declared per Resolution 11-49 and recorded as document number 2011-23830, as filed in the office of the Cochise County Recorder.

Notice is hereby given that Tuesday, August 12, 2014 at the hour of 10:00 a.m., at the Office of the Board of Supervisors in Building G, 1415 W. Melody Lane, Bisbee, Arizona, is hereby set as the time and place for Hearing on said Petition and all objections thereto, and all persons wishing to object to the action prayed for in the petition/County Engineer recommendation are directed to file with the Board, a statement in writing setting forth any objections, or opposition and to show cause why said petition/County Engineer recommendation should not be granted; and

That notice of said hearing be published in the Arizona Range News once (1) a week for two (2) consecutive weeks prior to the date of said hearing.

Dated this ____ day of July, 2014.

Arlethe Rios, Clerk of the Board

Patrick Call, Chairman
Board of Supervisors
Cochise County, State of Arizona

Regular Board of Supervisors Meeting

Meeting Date: 07/22/2014

Approval - 2014 Exemptions (Late Filers)

Submitted By: Maureen Bandosz, County Assessor

Department: County Assessor

Presentation: No A/V Presentation

Document Signatures: BOS Signature NOT Required

Recommendation: Approve

**# of ORIGINALS
Submitted for Signature:** 0

**NAME
of PRESENTER:** Philip S. Leiendecker

**TITLE
of PRESENTER:** Assessor

Mandated Function?: Federal or State Mandate

**Source of Mandate
or Basis for Support?:** ARS 42-11153B

Docket Number (If applicable):

Information

Agenda Item Text:

Approve the Assessor's recommendation to approve the attached list of 70 property tax exemption applications which qualify for the exemption but were filed with the Assessor after the statutory filing deadline of March 1, 2014.

Background:

ARS 42-11153(B) allows the county board of supervisors to grant a qualified property tax exemption to a taxpayer who files their exemption after the March 1 filing deadline but prior to the setting of the tax rate for tax year 2014. See attached list.

Department's Next Steps (if approved):

Upon approval Assessor will implement property tax exemptions for the 2014 tax roll.

Impact of NOT Approving/Alternatives:

The attached 70 property owners would be denied the 2014 property tax exemption.

To BOS Staff: Document Disposition/Follow-Up:

N/A

Budget Information

Information about available funds

Budgeted: ☐

Funds Available: ☐

Amount Available:

Unbudgeted: ☐

Funds NOT Available: ☐

Amendment: ☐

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Year: 2014

One-time Fixed Costs? (\$\$\$):

Ongoing Costs? (\$\$\$):

County Match Required? (\$\$\$):

A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):

Source of Funding?:

Fiscal Impact & Funding Sources (if known):

Fiscal Impact is a reduction of the net assessed value in the amount of \$256,646.

Attachments

2014 Exemption Late Filer Report

2014 EXEMPTIONS (LATE FILERS)

<u>NAME</u>	<u>TYPE</u>	<u>PARCEL ID</u>	<u>A.V. EXEMPTED</u>
AMAYA MARIA O	D	104-46-189	3,664
AMAYA MARIE KATHERINE	D	103-73-084	3,664
AMAYA TOMAS G	D	104-46-189	3,664
BURRESON JODELL	D	302-06-048	1,825
CAMPBELL RONALD E	D	104-09-033H	3,664
CLAUNCH DARREL	D	105-97-757	3,664
CRAWFORD REINALDO V	D	M387478101	1,184
EDMONDS WAYNE G	D	124-15-378	3,664
GRIJALVA PEDRO	D	409-10-076	3,227
GUILLEN YLDA A	D	102-16-117	3,664
HAMLIN LELA M	D	M960050601	2,961
HASNEY CHRISTOPHER W	D	104-76-050P	3,664
JOHNSON BILL	D	401-72-003	3,664
JONES CHERYL A	D	103-73-019	2,303
JONES THURMAN L	D	107-77-001	3,664
LARSON GERALD F	D	401-20-156A	3,664
LAWS CAROL D	D	121-08-008B	3,664
LEE MARY ALICE	D	106-56-080C	3,664
MELLENDEZ SERVANDO J	D	406-24-634A	3,664
MORENO FRANCISCO R	D	410-19-036B	3,664
NUNO ABEL	D	104-42-048B	3,664
OWEN DON C	D	208-26-004F	3,664
RODRIGUEZ CHARLIE	D	410-19-043	3,664
ROMERO JOSE M	D	406-23-070	3,664
RUSSELL BETH CHERYL	D	118-06-060B	3,664
STEVENS DONALD L	D	124-21-022A	3,664
HERBECK JERRY T	R	106-78-082	3,664
LANZA JOHN A	R	107-49-098	3,664
MORRISON JOE D	R	106-68-029	3,664
RAMIREZ LORENZO F.	R	409-21-069	3,664
ROMERO FRANCISCO J	R	408-29-004	3,664
ADAMS BETTY LEE	W	105-95-640	3,664
ALLEN ROSEMARY	W	123-23-017	2,598
AMARILLAS ANDREA R	W	409-14-022	3,664
ARELLANO ANA E	W	409-14-076	3,664
ARNOLD BERNETTA K	W	123-42-141	3,664
BELL NELLIE M	W	109-21-179	3,664
BOORE CAROL ANN	W	123-19-009A	3,664
BOYER JUDITH G	W	108-39-001	3,664
CLUGSTON ELLEN J	W	114-14-016	3,664
COX MARY S	W	108-32-003	3,664
DAILEY MARIA J	W	410-07-381	1,848
EADES SHARON E	W	106-68-082	3,664
FUENTES CARMEN L	W	408-20-249	3,664
GIBBONS MARCIA M	W	101-09-013	3,664
GRAF ANNE Y	W	104-48-016A	3,664
HAUCK MARIA DEL CARMEN	W	101-12-076	3,664

<u>NAME</u>	<u>TYPE</u>	<u>PARCEL ID</u>	<u>A.V. EXEMPTED</u>
HEIN SANDRA L	W	121-21-016J	3,664
HENDERSON ALICE L	W	105-93-071	3,664
HOFFMAN DARLENE J	W	104-07-155	3,664
INGMIRE EDNA	W	M110020001	539
LUEDERS MARGARET L	W	107-17-102	3,664
LUNA CELIA	W	403-36-030B	1,261
MARTINEZ MANUELA URREA	W	102-57-131	2,942
MENGES CLARA D	W	410-16-050F	3,664
MOYA OTELIA C	W	107-23-012A	3,664
NUNEZ EVANGELINA C	W	202-40-030A	3,664
OWEN MARICELA	W	410-33-063	3,664
RANGEL JUANA N	W	106-68-238	3,664
RIDDICK PATRICIA D	W	106-25-018	3,664
ROBERTSON ELIZABETH JANE	W	114-15-016	3,664
STEBELSKI SYLVIA A	W	105-92-094	3,664
VINALL JUNE	W	203-18-012	960
WILLIAMS HELGA J	W	107-79-048	3,664
WOLF BLANCA E	W	102-39-046	3,664

BOY SCOUTS OF AMERICA CATALINA COUNCIL	O	ARS 42-11121	400
OASIS SANCTUARY FOUNDATION LTD (M/H purch & added)	O	ARS 42-11113	4,284
MUSTANG MOUNTAIN COWBOY CHURCH / 106-15-030P	O	ARS 42-11109	6,240
MUSTANG MOUNTAIN COWBOY CHURCH / 106-06-007	O	ARS 42-11109	7,688
CENTRO CRISTIANO SHILOH	O	ARS 42-11109	18,530

TOTAL ADDITIONAL EXEMPT AMOUNT	\$256,646
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SUMMARY

ORGANIZATIONS	5
100% DISABLED	26
WIDOWS	34
WIDOWERS	5
	70

2014 TOTAL ASSESSED VALUE (12/31/2013 PRIMARY ABSTRACT)	\$1,053,328,180
EXEMPT AMOUNT (12/31/2013 PRIMARY ABSTRACT)	\$97,544,658
2014 NET ASSESSED VALUE (12/31/2013 PRIMARY ABSTRACT)	\$955,783,522
2014 EXEMPT ASSESSED VALUE (LATE FILERS)	(\$256,646)
2014 AMENDED NET ASSESSED VALUE (PRIMARY)	\$955,526,876

Regular Board of Supervisors Meeting

Meeting Date: 07/22/2014

Approve Crime Victim Compensation Program Grant, ACJC Grant No. VC-15-050

Submitted By: Sue Blanchard, County Attorney

Department: County Attorney

Presentation: No A/V Presentation

Document Signatures: BOS Signature Required

Recommendation: Approve

of ORIGINALS 3

Submitted for Signature:

NAME n/a
of PRESENTER:

TITLE n/a
of PRESENTER:

Mandated Function?: Not Mandated

Source of Mandate
or Basis for Support?:

You will use this Agenda Item template if your item involves a Grant (whether a new or renewal grant). You also must attach the Grant Approval Form to the item before Finance will approve it. Select the SPECIAL LINKS on your left-hand menu and Click on "Grant Approval Form". Then complete the form, save it and attach it to your item (on the Attachments tab).

Information

Agenda Item Text:

Approve the Crime Victim Compensation Program Grant No. VC-15-050, in the amount of \$81,475 between the Arizona Criminal Justice Commission and Cochise County Attorney's Office, for the period July 1, 2014 to June 30, 2015.

Background:

The award amount of \$81,475 is to be used by the Cochise County Attorney's Victim Witness Program to provide crime victims within Cochise County compensation for injuries and losses received as a result of an incident. The grant allows \$11,400 in administrative costs which is used to pay salary and EREs for the Victim Comp Coordinator; training/travel and a small amount for office supplies. There are no match funds necessary for this grant. Fiscal Impact & Funding Sources: There is no transfer-in from any county account. This fund is fully grant monies.

Department's Next Steps (if approved):

Once approved by the Board, the Department will forward the paperwork to the Arizona Criminal Justice Commission for their final approval, signature and funding.

Impact of NOT Approving/Alternatives:

This is a mandated service and Cochise County would be at fault. Also, victims in Cochise County would not receive compensation.

To BOS Staff: Document Disposition/Follow-Up:

Three (3) originals provided. Advise CAO upon Board approval. Return two (2) original Agreements to CAO after Board approval. Send a certified copy of the Board Minutes approving the Agreement to CAO when they become available.

Budget Information

Information about available funds

Budgeted: ☐

Funds Available: ☐

Amount Available:

Unbudgeted: ☐

Funds NOT Available: ☐

Amendment: ☐

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Year: 2014-2015

One-time Fixed Costs? (\$\$\$): -0-

Ongoing Costs? (\$\$\$): -0-

County Match Required? (\$\$\$): -0-

A-87 Overhead Amt? (Co. Cost Allocation \$\$\$): \$19,822

Source of Funding?: Grant

Fiscal Impact & Funding Sources (if known):

Fund 121

Attachments

Cochise County Grant Approval Form

VC Grant Agreement

COCHISE COUNTY GRANT APPROVAL FORM

Form Initiator: _____	Department/Division: _____
Date Prepared: _____	Telephone: _____
Grantor: _____	Grant Title: _____
Grant Term From: _____ To: _____	
Fund No/Dept. No: _____	Note: Fund No. will be assigned by the Finance Department if new.
New Grant <input type="checkbox"/> Yes <input type="checkbox"/> No	Amendment No. _____ Increase \$ _____ Decrease \$ _____

Briefly describe purpose of grant:

If amendment, provide reason:

If this is a mandated service, cite source. If not mandated, cite indications of local customer support for this service:

Funding Sources	Federal Funds 332.100	State Funds 336.100	County Funds 391.000	Other	Total
Current Fiscal Year					
Remaining Years					
Total Revenue					

Is County match required? ☐ Yes ☐ No If yes, dollar amount \$ _____

Has this amount been budgeted? ☐ Yes ☐ No Identify Funding Source: _____

Federal Catalog of Federal Domestic Assistance (CFDA) No: _____

Method of collecting grant funds: Lump sum payment ☐ Quarterly payments ☐ Draw ☐ Reimbursement ☐

Is revertment of unexpended funds required at end of grant period? ☐ Yes ☐ No

a) Total A-87 cost allocation _____

b) Amount of overhead allowed by grant _____ County subsidy (a-b) _____

Does Grantor accept indirect costs as an allowable expenditure? ☐ Yes ☐ No

If yes, dollar amount \$ _____ OR percentage allowed _____ %

Number of new positions that will be funded from grant: _____ Number of existing positions funded from grant: _____



ARIZONA CRIMINAL JUSTICE COMMISSION
Crime Victim Compensation Program
GRANT AGREEMENT

ACJC Grant Number VC-15-050
Catalog of Federal Domestic Assistance (CFDA) Number 16.576 (VOCA)

This Grant Agreement is made this 26th day of June, 2014, by and between the ARIZONA CRIMINAL JUSTICE COMMISSION hereinafter called "COMMISSION" and COCHISE COUNTY, through COCHISE COUNTY ATTORNEY'S OFFICE hereinafter called "GRANTEE". The COMMISSION enters into this Agreement pursuant to its authority under the provisions of A.R.S. § 41-2405 (B)(6), and having satisfied itself as to the qualification of GRANTEE;

NOW, THEREFORE, it is agreed between the parties as follows:

1. This Agreement will commence on July 1, 2014 and terminate on June 30, 2015. This Agreement expires at the end of the award period unless prior written approval for an extension has been obtained from the COMMISSION. A request for an extension must be received by the COMMISSION sixty (60) days prior to the end of the award period. The COMMISSION in its sole discretion may approve an extension that further the goals and objectives of the program and shall determine the length of any extension.
2. GRANTEE agrees that grant funds will be used in accordance with applicable program rules, guidelines and special conditions.
3. The COMMISSION will monitor GRANTEE performance against program goals and performance standards and those outlined in the grant application. Substandard performance as determined by the COMMISSION will constitute noncompliance with this Agreement. If the COMMISSION finds noncompliance, the GRANTEE will receive a written notice which identifies the area of noncompliance, and the appropriate corrective action to be taken. If the GRANTEE does not respond within thirty (30) calendar days to this notice, and does not provide sufficient information concerning the steps which are being taken to correct the problem, the COMMISSION may suspend funding, permanently terminate this Agreement or revoke the grant.
4. Any deviation or failure to comply with the purpose and/or conditions of this Agreement without prior written COMMISSION approval may constitute sufficient reason for the COMMISSION to terminate this Agreement, revoke the grant, require the return of all unspent funds, perform an audit of expended funds, and require the return of any previously spent funds which are deemed to have been spent in violation of the purpose or conditions of this grant.
5. This Agreement may be modified only by a written amendment signed by the Executive Director or by persons authorized by the Executive Director on behalf of the COMMISSION and GRANTEE. Any notice given pursuant to this Agreement shall be in writing and shall be considered to have been given when actually received by the following addressee or their agents or employees:
 - A. If to the COMMISSION:

Arizona Criminal Justice Commission
1110 W. Washington Street, Suite 230
Phoenix, Arizona 85007
Attn: Program Manager

B. If to the GRANTEE:

Cochise County Attorney's Office
P.O. DRAWER CA
Bisbee, AZ 85603
Attn: **The Honorable Doyle Johnstun**

6. For grant awards above \$100,000, GRANTEE may make budget adjustments of up to ten (10) percent of the total grant within any approved budget category excluding equipment. Written approval from the COMMISSION in advance is required if GRANTEE wishes to make adjustments or reprogram in excess of ten (10) percent or if GRANTEE wishes to purchase equipment not previously approved.

For grant awards less than \$100,000, the GRANTEE may make budget adjustments within approved categories excluding equipment as long as there are no changes to the purpose or scope of the project. If GRANTEE wishes to purchase equipment not previously approved, written approval from the COMMISSION in advance is required.

APPROVED LINE ITEM PROGRAM BUDGET	
Personnel:	
Salaries	\$6,500.00
Fringe Benefits (for salaries/overtime)*	\$3,080.00
Overtime	Not Approved
Professional & Outside/Consultant & Contractual Services	Not Approved
Travel In-State	\$170.00
Travel Out-of-State	\$1,370.00
Benefits	\$70,075.00
Operating Expenses:	
Supplies	\$280.00
Registration/Training	Not Approved
Other	Not Approved
Equipment	
Capital	Not Approved
Noncapital	Not Approved
TOTAL	\$81,475.00
Positions Funded:	
N/A	
Equipment Type: N/A	

*Reference the ACJC Grant Management Manual for definition of approved Fringe Benefit

7. The total to be paid by the COMMISSION under this Agreement shall not exceed \$0.00 in federal funds awarded to the COMMISSION by the U.S. Department of Justice (USDOJ), Office of Justice Programs (OJP) and \$81,475.00 in State Funds. If this grant has a matching requirement GRANTEE understands that other federal grant funds cannot be used as a match for this grant.
8. Every payment obligation of the COMMISSION under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the COMMISSION. No liability shall accrue to the COMMISSION in the event this provision is exercised, and the COMMISSION shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.
9. GRANTEE agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this award, and those award funds have been, are being or are to

be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this award, GRANTEE will promptly notify, in writing, the COMMISSION, and if so requested by the COMMISSION, seek a budget modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

10. GRANTEE agrees to retain all books, account reports, files and other records, (paper and/or electronic) relating to this Agreement and the performance of this Agreement for no less than five (5) years from the last financial report submitted to the COMMISSION. All such documents shall be subject to inspection and audit at reasonable times, including such records of any subgrantee, contractor, or subcontractor. GRANTEE also understands and agrees that USDOJ and the United States General Accounting Office (USGAO) are authorized to interview any officer or employee of the GRANTEE (or of any subgrantee, contractor, or subcontractor) regarding transactions related to this award.
11. GRANTEE agrees that activities funded under this award will be closely coordinated with related activities supported with Office of Justice Programs (OJP), State, local or tribal funds. Grant funds may only be used for the purposes in the GRANTEE's approved application. GRANTEE shall not undertake any work or activities not described in the grant application, including staff, equipment, or other goods or services without prior approval from the COMMISSION.
12. GRANTEE agrees to track, account for, and report on all funds (including specific outcomes and benefits) separately from all other funds for the same or similar purposes or programs.

Accordingly, the accounting systems of GRANTEE and all subgrantees must ensure that funds from this award are not commingled with funds from any other source.
13. GRANTEE agrees to abide by Federal and State laws and provide accounting, auditing and monitoring procedures to safeguard grant funds and keep such records to assure proper fiscal controls, management and the efficient disbursement of grant funds.
14. For the purpose of this grant, a capital expenditure is \$5,000 or above. If GRANTEE'S policy defines a capital expenditure as less than \$5,000, GRANTEE will use its own policy.
15. GRANTEE agrees to maintain property records for equipment purchased with grant funds and perform a physical inventory and reconciliation with property records at least every two years or more frequently based on GRANTEE policy. GRANTEE agrees that funds will not be used for the construction of new facilities.
16. GRANTEE agrees to follow equipment disposition policies outlined in *OMB Circulars A-102 or 2 CFR, Part 215 Uniform Administrative Requirements for Grants and Cooperative Agreements* as codified in (1) 28 CFR, Part 66 or (2) 28 CFR, Part 70 when the equipment is no longer needed for the grant program.
Link: *OMB Circulars* http://www.whitehouse.gov/omb/grants_attach/
17. GRANTEE agrees that all salaried personnel (including subgrantee personnel) whose activities are to be charged to the award will maintain timesheets or certifications to document hours worked for activities related to this award and non-award related activities. GRANTEE agrees to keep time and attendance sheets for hourly employees signed by the employee and supervisory official having firsthand knowledge of the work performed by the grant-funded employees.
18. GRANTEE agrees that it will submit financial and activity reports to the COMMISSION in a format provided by the COMMISSION, documenting the activities supported by these grant funds and providing an assessment of the impact of these activities which may include documentation of project milestones. In the event reports are not received on or before the indicated date(s), funding may be suspended until such time as delinquent report(s) are received.

19. These reports are to be submitted according to the following schedule(s):

ACTIVITY REPORTS	
Report Period:	Due Date:
July 1 to September 30	October 31
October 1 to December 31	January 31
January 1 to March 31	April 30
April 1 to June 30	August 15

FINANCIAL REPORTS			
Report Period:	Due Date:	Report Period:	Due Date:
July 1 – July 31	August 25	January 1 – January 31	February 25
August 1 – August 31	September 25	February 1 – February 29	March 25
September 1 – September 30	October 25	March 1 – March 31	April 25
October 1 – October 31	November 25	April 1 – April 30	May 25
November 1 – November 30	December 25	May 1 – May 31	June 25
December 1 – December 31	January 25	June 1 – June 30	July 25

More frequent reports may be required for GRANTEES who are considered high risk.

20. GRANTEE understands that financial reports are required as an accounting of expenditures for either reimbursement or COMMISSION-approved advance payments.
21. The final request for reimbursement of grant funds must be received by the COMMISSION no later than sixty (60) days after the last day of the award period.
22. All goods and services must be received or have reasonable expectations thereof and placed in service by GRANTEE by the expiration of this award.
23. GRANTEE agrees that all encumbered funds must be expended and that goods and services must be paid by GRANTEE within sixty (60) days of the expiration of this award.
24. GRANTEE agrees to remit all unexpended grant funds to the COMMISSION within thirty (30) days of written request from the COMMISSION.
25. GRANTEE agrees to account for interest earned on federal grant funds and shall remit interest earned in excess of the allowable amount as indicated in the *Office of Justice Programs Financial Guide*.
Link: *OJP Financial Guide* <http://www.ojp.usdoj.gov/financialguide/>
26. GRANTEE agrees to obtain written COMMISSION approval for all sole source procurements in excess of \$100,000.
27. GRANTEE agrees to obtain written COMMISSION approval prior to the expenditure of grant funds for consultant fees in excess of \$450 per day.
28. GRANTEE agrees not to use grant funds for food and/or beverage unless explicitly approved in writing by the COMMISSION.
29. GRANTEE agrees to comply with all applicable laws, regulations, policies and guidance (including specific cost limits, prior approvals and reporting requirements, where applicable) governing the use of grant funds for expenses related to conferences, meetings, trainings, and other events,

including the provision of food and/or beverages at such events, and costs of attendance at such events unless explicitly approved in writing by the COMMISSION.

Link: www.ojp.gov/funding/confcost/htm

30. No funds shall be used to supplant federal, state, county or local funds that would otherwise be made available for such purposes. Supplanting means the deliberate reduction of state or local funds because of the existence of any grant funds.
31. GRANTEE assigns to the COMMISSION any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services applied by third parties to GRANTEE in exchange for grant funds provided under this Agreement.
32. The parties agree to use arbitration in the event of disputes in accordance with the provisions of A.R.S. § 12-1501-12-1518. The laws of the State of Arizona apply to questions arising under this Agreement and any litigation regarding this Agreement must be maintained in Arizona courts, except as pertaining to disputes which are subject to arbitration.
33. GRANTEE understands that grant funds may not be released until all delinquent reports and reversion of funds from prior grants are submitted to the COMMISSION.
34. GRANTEE agrees that grant funds are not to be expended for any indirect costs that may be incurred by GRANTEE for administering these funds unless explicitly approved in writing by the COMMISSION. This may include, but is not limited to, costs for services such as accounting, payroll, data processing, purchasing, personnel, and building use which may have been incurred by the GRANTEE.
35. Each party (as "Indemnitor") agrees to indemnify, defend and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses, (including reasonable attorney's fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers. If the GRANTEE is a State agency this paragraph does not apply.
36. Unless GRANTEE is a State agency, GRANTEE shall cause its contractor(s), if any, to indemnify, defend, save and hold harmless the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of GRANTEE'S contractor or any of its owners, officers, directors, agents, or employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Worker's Compensation Law or arising out of the failure of such contractor to conform to any federal, state, or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligence or willful acts or omissions of the Indemnitee, be indemnified by contractor from and against any and all claims. It is agreed that contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this grant, the contractor agrees to waive all rights of subrogation against the State of Arizona, its officers, officials, agents and employees for losses arising from the work performed by the contractor for the State of Arizona. Insurance requirements for any contractor used by GRANTEE are incorporated herein by this reference and attached to this Agreement as Exhibit "A".

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37. GRANTEE agrees to notify the COMMISSION within ten (10) days in the event that the project official is replaced during the award period.
38. No rights or interest in this Agreement shall be assigned by GRANTEE without prior written approval of the COMMISSION.
39. GRANTEE will comply with the audit requirements of *OMB Circular A-133 Audits of States, Local Governments and Non-Profit Organizations* and provide the COMMISSION with the audit report and any findings within 90 days of receipt of such finding. If the report contains no findings, the GRANTEE must provide notification that the audit was completed.
Link: *OMB Circulars:* http://www.whitehouse.gov/omb/grants_attach/
40. GRANTEE certifies that it will comply with *OMB Circulars A-102 and 2 CFR, Part 215 Uniform Administrative Requirements for Grants and Cooperative Agreements* as codified in (1) 28 CFR, Part 66.32 or (2) 28 CFR, Part 70.34 and *Cost Principles (1) 2 CFR, Part 225, (2) 2 CFR, Part 220 or (3) 2 CFR, Part 230*, the OJP Financial Guide and the most current version of the ACJC Grant Management Reference Manual.
Link: *OMB Circulars* http://www.whitehouse.gov/omb/grants_attach/
OJP Financial guide: <http://www.ojp.usdoj.gov/financialguide/>
ACJC Grant Management Reference Manual:
http://azcjc.gov/pubs/home/021104_Manual_GrantReferenceManual.pdf
41. GRANTEE agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or sub award to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express written approval of the Office of Justice Programs through the COMMISSION.
42. GRANTEE understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.
43. GRANTEE agrees not to do business with any individual, agency, company or corporation listed in the Excluded Parties Listing Service.
Link: *System for Award Management* <https://www.sam.gov/portal/public/SAM/>
44. GRANTEE agrees to ensure that, no later than the due date of the GRANTEE's first financial report after the award is made, GRANTEE and any subgrantees have a valid DUNS profile and active registration with the System for Award Management (SAM) database.
45. GRANTEE certifies that it presently has no financial interest and shall not acquire any financial interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement.
46. GRANTEE understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the *OJP Training Guide Principles for Grantees and Subgrantees*.
Link: *OJP Training Guide Principles for Grantees and Subgrantees*
<http://www.ojp.usdoj.gov/funding/ojptrainingquidingprinciples.htm>
47. GRANTEE agrees to cooperate and participate with any and all assessments, evaluation efforts or information and data collection requests, and acknowledges that the federal or state grantor agency has the right to obtain, reproduce, publish or use data provided under this award and may authorize others to receive and use such information.

48. GRANTEE shall provide the COMMISSION with a copy of all interim and final reports and proposed publications (including those prepared for conferences and other presentations) resulting from this Agreement. Submission of such materials must be prior to or simultaneous with their public release.

49. GRANTEE agrees that any publications (written, visual, or sound) excluding press releases and newsletters, whether published at the GRANTEE'S or COMMISSION'S expense, shall contain the following statement:

"This was supported by Award No. 2013-VC-GX-0004 and 2014-VC-GX-0004 awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice."

50. GRANTEE agrees to comply with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, 42 USC §3789d(c)(1); Title VI of the Civil Rights Act of 1964, 42 USC §2000d; Section 504 of the Rehabilitation Act of 1973, 29 USC § 794; Subtitle A, Title II of the Americans with Disabilities Act of 1990, 42 USC § 12132; Title IX of the Education Amendments of 1972, 20 USC § 1681; the Age Discrimination Act of 1975, 42 USC § 6102; the Department of Justice implementing regulations, 28 CFR pt. 42, subpts. C, D, E, G, and I, 28 CFR pt. 35, and 28 CFR pt. 54; all applicable state laws of A.R.S. § 41-1463; and Executive Order 2009-9. The above-referenced federal laws prohibit discrimination on the basis of race, color, religion, sex, disability, and national origin (including limited English proficiency) in the delivery of services and employment practices, and prohibit discrimination on the basis of age in the delivery of services. In the event that a Federal or State Court or Federal or State administrative agency makes a finding of discrimination after a due process hearing against GRANTEE, GRANTEE will forward a copy of the findings to the Office for Civil Rights, Office of Justice Programs and the COMMISSION.

"Applicants must certify that Limited English Proficiency persons have meaningful access to the services under this program(s). National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI and the Safe Street Act, the applicant is required to take reasonable steps to ensure that LEP persons have meaningful access to programs. Meaningful access may entail providing language assistance services, including oral and written translation when necessary."

Link: *Limited English Proficiency A Federal Interagency Website* <http://www.LEP.gov>

51. GRANTEE agrees to comply with the applicable requirements of 28 CFR Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice financial assistance may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of Department of Justice financial assistance may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from GRANTEE must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs receiving financial assistance from the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment.

Link: http://www.ojp.usdoj.gov/about/ocr/equal_fbo.htm

52. GRANTEE assures that it will comply with all state and federal laws regarding privacy during the course of the award. All information relating to clients is to be treated with confidentiality in

accordance with 42 USC section 3789g or 42 USC 14132(b)(3) that are applicable to the collection, disclosure, use and revelation of data information. GRANTEE further agrees to submit a privacy Certificate that is in accordance with requirements of 28 CFR Part 22 if applicable to the program.

53. GRANTEE agrees to formulate and keep on file an Equal Employment Opportunity Plan (EEOP) (if GRANTEE is required pursuant to 28 CFR 42.302). GRANTEE certifies that they have forwarded to the Office for Civil Rights, Office of Justice Programs the EEOP, or certifications that they have prepared and have on file an EEOP, or that they are exempt from EEOP requirements. Failure to comply may result in suspension of grant funds. Copies of all submissions such as certifications to or correspondence with the Office for Civil Rights, Office of Justice Programs regarding this requirement must be provided to the COMMISSION by GRANTEE. In the event a federal or state court or federal or state administrative agency makes an adverse finding of discrimination against GRANTEE after a due process hearing, on the ground of race, color, religion, national origin, or sex, GRANTEE will forward a copy of the findings to the Office for Civil Rights, Office of Justice Programs and the COMMISSION.
54. GRANTEE agrees to participate in any required civil rights related training to ensure compliance with all federal and state civil rights laws. GRANTEE will inform the COMMISSION of the position responsible for civil rights compliance and will inform the COMMISSION of change in personnel responsible for civil rights compliance within ten days.
Link: <http://azcjc.gov/ACJC.Web/Grants/civilrights/default.aspx>
55. If GRANTEE is a governmental political subdivision, GRANTEE agrees to utilize the *Data Dictionary*, approved and distributed by the COMMISSION, as the data entry standard for information systems when improving or updating an existing information system. GRANTEE agrees to utilize the *Data Dictionary* as the data entry standard in any new system or when an existing information system is replaced. The *Data Dictionary* is available upon request to ACJC.
56. To support public safety and justice information sharing, GRANTEE, if a governmental subdivision, shall use the National Information Exchange Model (NIEM) specifications and guidelines for this grant. GRANTEE shall publish and make available without restrictions all schemas generated as a result of this grant to the component registry as specified in the guidelines.
Link: <https://www.niem.gov/program-managers/Pages/implementation-guide.aspx>
57. In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at:
Link: http://www.it.ojp.gov/gsp_grantcondition.
- Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.
58. To avoid duplicating existing networks or IT systems in any initiatives for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless GRANTEE can demonstrate to the satisfaction of the COMMISSION that this requirement would not be cost beneficial or would impair the functionality of an existing or proposed IT system.

59. If GRANTEE is a governmental political subdivision, the GRANTEE should, to the extent possible and practical; share criminal justice information with other authorized criminal justice agencies. The process control number (PCN) shall be used in accordance with A.R.S. § 41-1750 when sharing data with other criminal justice agencies as electronic data systems are developed or improved.

60. If GRANTEE is a state agency and the award is for the development of information technology projects for more than \$25,000, GRANTEE must complete a Project Investment Justification (PIJ) and submit the justification to the Arizona Department of Administration (ADOA), with a copy to the COMMISSION. GRANTEE agrees to submit required project status reports to ADOA by the due dates and submit copies to the COMMISSION.

If GRANTEE is not a state agency and the award is for the development of information technology projects, GRANTEE will follow local technology policies and guidelines.

61. GRANTEE must promptly refer to the COMMISSION any credible evidence that a principal, employee, agent, contractor, subgrantee, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. The COMMISSION shall forward the referral to the Department of Justice, Office of the Inspector General.

62. The COMMISSION encourages GRANTEE to establish workplace safety policies and conduct education, awareness and other outreach to decrease crashes caused by distracted drivers, including adopting and enforcing policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant. Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 2009).

63. GRANTEE certifies to comply with the Drug-Free Workplace Act of 1988, and implemented in 28 CFR Part 83, Subpart F, for grantees, as defined in 28 CFR, Part 83 Sections 83.620 and 83.650.

64. GRANTEE agrees to complete and keep on file, as appropriate, Immigration and Naturalization Form (I-9). This form is to be used by recipients to verify that persons are eligible to work in the United States. Additionally GRANTEE ensures compliance with A.R.S. § 41-4401 federal immigration laws by state employers and contractors.

65. GRANTEE acknowledges that immigration laws require them to register and participate with the E-Verify program (employment verification program administered by the United States Department of Homeland Security and the Social Security Administration or any successor program) as they both employ one or more employees in this state. GRANTEE warrants that they have registered with and participate with E-Verify. If the GRANTOR later determines that the GRANTEE has not complied with E-Verify, it will notify the non-compliant GRANTEE by certified mail of the determination and of the right to appeal the determination.

66. GRANTEE certifies that no federal funds will be paid, by or on behalf of, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into any cooperative agreement, and for the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement. If any funds other than Federal funds are paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal award, grant loan, or

cooperative agreement, the GRANTEE will complete and submit to the COMMISSION Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.

67. GRANTEE understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy at any level of government, without the express prior written approval of the Commission.
68. GRANTEE agrees that no funds provided, or personnel employed under this Agreement shall be in any way, or to any extent, engaged in conduct of political activities in violation of USC Title 5, Part II, Chapter 15, section 1502.
69. GRANTEE understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.
70. GRANTEE understands and agrees that- (a) no award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading and exchanging or pornography, and (b) nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.
71. GRANTEE agrees to comply with all federal, state and local environmental laws and regulations applicable to the development and implementation of activities to be funded under this award. Additional requirements may be found in Grant Agreement Continuation Sheet.
72. GRANTEE agrees that all income generated as a direct result of this award shall be deemed program income. All program income must be accounted for and used for the purpose under the conditions applicable for the use of funds under this award, including the effective edition of the OJP Financial Guide and, as applicable, either (1) 28 CFR part 66 or (2) 28 CFR part 70 and OMB Circular A-102 & 2 CFR 215.
73. This Agreement is subject to cancellation pursuant to the provision of A.R.S. § 38-511. This Agreement may also be cancelled at the COMMISSION'S discretion if not returned with authorized signatures to the COMMISSION within 90 days of commencement of the award.
74. If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall be in full force and effect.
75. GRANTEE agrees to comply with all Special Condition(s) included with this Agreement on the Grant Agreement Continuation Sheet.
76. GRANTEE understands that grant funds may not be released until GRANTEE is compliant with all requirements of grant agreement.

Arizona Criminal Justice Commission
Victim Compensation Program
GRANT AGREEMENT CONTINUATION SHEET
SPECIAL CONDITION(S)

1. The GRANTEE agrees that allocated compensation benefit funds will be used to provide compensation awards to victims of criminally injurious conduct occurring within the GRANTEE'S jurisdiction.
2. The GRANTEE understands that crime victim compensation benefit funding will be distributed to grantees as a monthly reimbursement of compensation program expenditures.
3. The GRANTEE understands that \$11,400.00 is the maximum allowable amount of State compensation funding to be expended on the administration of this program.
4. The GRANTEE agrees that expenditures made in Compensation Benefits will be for Compensation benefit payments only. Funding in Compensation Benefits cannot be transferred to another budget category.
5. The GRANTEE understands that financial reimbursement request forms are required for reimbursement of expenditures. The final request for reimbursement of compensation funds must be received by the COMMISSION no later than 10 days after the last day of the award period.
6. The GRANTEE shall remit all interest earned on Federal VOCA grant funds and all unexpended allocated funds to the COMMISSION within 30 days after receipt of a written request from the COMMISSION. The GRANTEE agrees to expend all encumbered funds within 10 days of expiration of this award.
7. The GRANTEE agrees to comply with all Federal and State laws, provisions of the Arizona Crime Victim Compensation Program Rules R110-4-101 through R10-4-111 administered by the COMMISSION, and provisions of Federal VOCA Compensation Program Guidelines (<http://www.ojp.usdoj.gov/ovc/voca/vcguide.htm>).
8. The GRANTEE agrees to comply with all applicable Open Meeting Laws, A.R.S. §38-431 et seq.
9. The GRANTEE agrees to seek and order all available restitution owed to the program.
10. The GRANTEE agrees to negotiate reductions in fees for service with service providers for all program benefit expenditures.
11. The GRANTEE agrees not to use or reveal any research or statistical information furnished under this program by any person and identifiable to any specific private person for any purpose other than the purpose for which such information was obtained in accordance with this program and 42 U.S.C. 10601 et. seq. The GRANTEE agrees that upon receipt for a request for such information pursuant to A.R.S. § 39-121, it shall inform the party seeking the information that the information is immune from legal process pursuant to federal law, specifically 42 U.S.C. 10604d.
12. GRANTEE agrees and understands that funded activities may require the preparation of an Environmental Assessment (EA) as defined by the Council of Environmental Quality's Regulations for implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), found at 40 CFR Part 1500.

Authorized Official Initials: 

IN WITNESS WHEREOF, the parties have made and executed the Agreement the day and year first above written.

FOR GRANTEE:

Board of Supervisors Chair

Date

Printed Name and Title

Approved as to form and authority to enter into Agreement:



Legal counsel for GRANTEE

7/3/14

Date

ADAM AMBROSE, CIVIL DEPUTY COUNTY ATTORNEY

Printed Name and Title

Statutory or other legal authority to enter into Agreement:

ARS. §§ 11-251, -532

Appropriate A.R.S., ordinance, or charter reference

FOR CRIMINAL JUSTICE COMMISSION:

John A. Blackburn Jr., Executive Director
Arizona Criminal Justice Commission

Date



ARIZONA CRIMINAL JUSTICE COMMISSION
GRANT AGREEMENT

**Insurance Requirements
Exhibit "A"**

Insurance Requirements for Governmental Parties to a Grant Agreement:

None.

Insurance Requirements for Any Contractors Used by a Party to the Grant Agreement:

(Note: this applies only to Contractors used by a governmental entity, not to the governmental entity itself.)
The *insurance requirements* herein are minimum requirements and in no way limit the indemnity covenants contained in the Intergovernmental Agreement. The State of Arizona in no way warrants that the minimum limits contained herein are sufficient to protect the governmental entity or Contractor from liabilities that might arise out of the performance of the work under this Contract by the Contractor, his agents, representatives, employees or subcontractors, and Contractor and the governmental entity are free to purchase additional insurance.

- A. **MINIMUM SCOPE AND LIMITS OF INSURANCE:** Contractor shall provide coverage with limits of liability not less than those stated below.

1. **Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage, personal injury and broad form contractual liability.

- | | |
|--|-------------|
| • General Aggregate | \$2,000,000 |
| • Products – Completed Operations Aggregate | \$1,000,000 |
| • Personal and Advertising Injury | \$1,000,000 |
| • Blanket Contractual Liability – Written and Oral | \$1,000,000 |
| • Fire Legal Liability | \$50,000 |
| • Each Occurrence | \$1,000,000 |

- a. The policy shall be endorsed to include the following additional insured language: ***"The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor"***.

(Note that the other governmental entity(ies) is/are also required to be additional insured(s) and they should supply the Contractor with their own list of persons to be insured.)

- b. Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

Exhibit "A" Page 2

2. **Business Automobile Liability**

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Contract.

Combined Single Limit (CSL) \$1,000,000

- a. The policy shall be endorsed to include the following additional insured language: ***"The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor, involving automobiles owned, leased, hired or borrowed by the Contractor".***
- b. Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(Note that the other governmental entity(ies) is/are also required to be additional insured(s) and they should supply the Contractor with their own list of persons to be insured.)

3. **Worker's Compensation and Employers' Liability**

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$500,000
Disease – Each Employee	\$500,000
Disease – Policy Limit	\$1,000,000

- a. Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.
- b. This requirement shall not apply to: Separately, EACH contractor or subcontractor exempt under A.R.S. 23-901, AND when such contractor or subcontractor executes the appropriate waiver (Sole Proprietor/Independent Contractor) form.

B. **ADDITIONAL INSURANCE REQUIREMENTS:** The policies are to contain, or be endorsed to contain, the following provisions:

1. The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees *and the other governmental entity* shall be additional insureds to the full limits of liability purchased by the Contractor even if those limits of liability are in excess of those required by the Contract.
2. The Contractor's insurance coverage shall be primary insurance with respect to all other available sources.
3. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insured's liability. Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of its Contract with the other governmental entity(ies) party to the IGA.

Exhibit "A" Page 3

- C. **NOTICE OF CANCELLATION:** Each insurance policy required by the insurance provisions of this Agreement shall not be suspended, voided, cancelled, reduced in coverage or in limits except after thirty (30) days prior written notice has been given the State of Arizona. Such notice shall be sent directly to the GRANTEE and the Arizona Criminal Justice Commission 1110 W. Washington, Suite 230, Phoenix, AZ 85007 and shall be sent by certified mail, return receipt requested.
- D. **ACCEPTABILITY OF INSURERS:** Insurance is to be placed with duly licensed or approved non-admitted insurers in the State of Arizona with an "A.M. Best" rating of not less than A- VII. The State of Arizona in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.
- E. **VERIFICATION OF COVERAGE:** Contractor shall furnish the GRANTEE and the Arizona Criminal Justice Commission with certificates of insurance (ACORD form or equivalent approved by the State of Arizona) as required by this Agreement. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.
- All certificates and endorsements are to be received and approved before work commences. Each insurance policy required by this Agreement must be in effect at or prior to commencement of work under this Agreement and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Agreement, or to provide evidence of renewal, is a material breach of contract.
- All certificates required by this Agreement shall be sent directly to the GRANTEE and the Arizona Criminal Justice Commission 1110 W. Washington, Suite 230, Phoenix, AZ 85007. The Commission project/contract number and project description are to be noted on the certificate of insurance. The State of Arizona and the Arizona Criminal Justice Commission reserves the right to require complete, certified copies of all insurance policies required by this Agreement at any time. **DO NOT SEND CERTIFICATES OF INSURANCE TO THE STATE OF ARIZONA'S RISK MANAGEMENT SECTION.**
- F. **SUBCONTRACTORS:** Contractor's certificate(s) shall include all subcontractors as insureds under its policies or Contractor shall furnish to the county or local government agency responsible separate certificates for each subcontractor. All coverages for subcontractors shall be subject to the minimum requirements identified above.
- G. **APPROVAL:** Any modification or variation from the *insurance requirements* must have prior approval from the State of Arizona Department of Administration, Risk Management Section, whose decision shall be final. Such action will not require a formal contract amendment, but may be made by administrative action.
- H. **EXCEPTIONS:** In the event the Contractor or sub-contractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such public entity shall provide a Certificate of Self-Insurance. If the contractor or sub-contractor(s) is/are a State of Arizona agency, board, commission, or university then none of the above shall apply.



ARIZONA CRIMINAL JUSTICE COMMISSION
GRANT AGREEMENT

Administrative Funds Guidelines
Exhibit "B"

The use of administrative monies from the Crime Victim Compensation fund is limited to costs incurred in administering the Crime Victim Compensation Program in each county.

Administrative expenses are limited to a set amount approved annually by the Commission.

Eligible costs may include:

- Percentage of salary and employee related expenses for personnel involved in the administration of the Crime Victim Compensation Program as it correlates to the percentage of time spent in the function of administering Crime Victim Compensation Program activities and reporting requirements.
- Percentage of costs for overhead including office space and utilities that is directly connected to the administration of the Crime Victim Compensation Program.
- The percentage of cost for equipment that is directly related to percentage of use the equipment is utilized for the administration of the Crime Victim Compensation Program.
- The percentage of supplies and postage that are directly associated with the administration of the Crime Victim Compensation Program. Food and drink costs are not permitted.
- Travel expenses connected to the Crime Victim Compensation Program limited to:
 - Reimbursement of mileage, authorized per diem and lodging for in-state travel for Crime Victim Compensation Board members to attend Compensation Board meetings and Crime Victim Compensation Program training. Reimbursement will be in accordance with each county's travel regulations.
 - Reimbursement to staff for mileage, authorized per diem and lodging for in-state travel for Crime Victim Compensation Program training, program outreach, and administration of Crime Victim Compensation claims. Reimbursement will be in accordance with each county's travel regulations.
 - Reimbursement of travel costs, authorized per diem and lodging for out-of-state travel for two people per fiscal year, including operational unit compensation program staff or board members, to attend training directly related to administration of the Crime Victim Compensation Program. Reimbursement will be in accordance with each county's travel regulations.

Regular Board of Supervisors Meeting

Meeting Date: 07/22/2014

New Adult Detention Per Diem Rate

Submitted By: Kenneth Bradshaw, County Sheriff

Department: County Sheriff

Presentation: No A/V Presentation **Recommendation:** Approve

Document Signatures: BOS Signature NOT Required **# of ORIGINALS Submitted for Signature:** 0

NAME of PRESENTER: n/a **TITLE of PRESENTER:** n/a

Docket Number (If applicable):

Mandated Function?: Not Mandated **Source of Mandate or Basis for Support?:**

Information

Agenda Item Text:

Approve the new Detention Per Diem Rate of \$258.67 for the first day and \$75.47 for each additional day per the recommendation of MGT of America, Inc. (MGT).

Background:

The FY 2013 Adult Detention Per Diem Rate Study for Cochise County, Arizona (County) identifies the cost of staff, facilities and services required to maintain an adult prisoner in the county detention facilities for the year ended June 30, 2013. MGT of America, Inc. (MGT) has prepared the study at the request of the County. The study was prepared in accordance with the policies and procedures contained in the Federal 2 CFR 225, formerly known as the US Office of Management & Budget Circular A-87 "Cost Principles for State, Local & Indian Tribal Governments".

County personnel provided the expenditure and allocation data to MGT consultants. To calculate the costs of services, MGT consultants then prepared a Departmental Cost Allocation Plan utilizing a double step-down methodology. The Proposed Detention Per Diem Rate is \$258.67 for the first day and \$75.47 for each additional day.

Department's Next Steps (if approved):

Upon approval from the Board the Sheriff's Office will notify all local, state and federal agencies that utilize the Cochise County jail of the new rate and then begin billing those effected at the new rate.

Impact of NOT Approving/Alternatives:

If the proposed rate is not approved, the Sheriff's Office will continue to charge the old per diem rate which according to the study will not cover the current cost of incarceration thus costing the county the difference in cost.

To BOS Staff: Document Disposition/Follow-Up:

No documents require signature. The Sheriff's Office will act upon approval from the Board.

Attachments

FY 2013 Jail Rate Study



Cochise County, Arizona

Sheriff Department

Adult Detention Per Diem Rate Study

Based on FY 2013 Actual Expenditures



© 2014 MGT of America, Inc.
2109 S Upland Hills, Wichita, KS 67235
316-214-3163 ♦ bschlyer@mgtofamerica.com

Table of Contents

Section 1 -	Introduction & Summary of Results
Section 2 -	Methodology & Format
Section 3 -	Sheriff Departmental Cost Allocation Plan

Section 1

Introduction & Summary of Results

Introduction

The FY 2013 Adult Detention Per Diem Rate Study for Cochise County, Arizona (County) identifies the cost of staff, facilities and services required to maintain an adult prisoner in the county detention facilities for the year ended June 30, 2013. MGT of America, Inc. (MGT) has prepared the study at the request of the County. The study was prepared in accordance with the policies and procedures contained in the Federal 2 CFR 225, formerly known as the US Office of Management & Budget Circular A-87 *“Cost Principles for State, Local & Indian Tribal Governments”*.

County personnel provided the expenditure and allocation data to MGT consultants. To calculate the costs of services, MGT consultants then prepared a Departmental Cost Allocation Plan utilizing a double step-down methodology.

Summary of Results

The FY 2013 average daily cost or per diem rate to house a detainee in the Cochise County adult detention facilities is \$85.73. This cost includes the cost of detention, transportation and booking and is most appropriately applied to federal and state prisoner contracts.

In subsequent schedules, the cost for booking is segregated from the cost of detention and transportation. Rates are based on actual expenditures and statistics from the fiscal year ended June 30, 2013. Rates are calculated by dividing the total costs of the County associated with adult detention by the total number of prisoner days during

the fiscal year. Exhibit 1 provides the calculation of the average daily per diem rate as well as the rates of several components.

- Cost per prisoner transport \$163.40
- Cost per prisoner booking \$183.20
- All inclusive cost per prisoner day \$85.73

Exhibit 1

Adult Detention Per Diem Rate Calculation Summary				
Cost Component	Housing	Transportation	Booking	Total Cost
County-wide Indirect Cost	\$ 891,476	\$ 69,692	\$ 170,539	\$ 1,131,708
Sheriff Administration	\$ 359,272	\$ 70,329	\$ 132,336	\$ 561,936
County Jail	\$ 3,086,966	\$ 586,616	\$ 486,709	\$ 4,160,290
Jail Medical Service	\$ 633,663	\$ -	\$ -	\$ 633,663
Jail Mental Health Service	\$ 109,040	\$ -	\$ -	\$ 109,040
Total Costs	\$ 5,080,417	\$ 726,637	\$ 789,583	\$ 6,596,637
# of Prisoner Transports		4,447		
Component - Cost Per Prisoner Transport		\$ 163.40		
# of Prisoner Bookings			4,310	
Component - Cost Per Prisoner Booking			\$ 183.20	
# of Prisoner Days	76,945	76,945	76,945	76,945
Grand Total - Detention Cost Per Day	\$ 66.03	\$ 9.44	\$ 10.26	\$ 85.73

The FY 2013 average cost of booking and intake was \$183.20. This cost was determined by dividing the total cost of booking and record keeping activities by the number of detention bookings during the fiscal year. The booking rate is most appropriately applied to inmates that are booked into the facility and released without an overnight stay. Exhibit 2 displays the calculation for this rate.

Exhibit 2

Adult Detention - Booking & Intake Rate		
Cost Component		Booking
County-wide Indirect Cost	\$	170,539
Sheriff Administration	\$	132,336
County Jail	\$	486,709
Jail Medical Service	\$	-
Jail Mental Health Service	\$	-
Total Costs	\$	789,583
# of Prisoner Bookings		4,310
Component - Cost Per Prisoner Booking	\$	183.20

In addition to a total cost per diem and booking rate, we have also calculated a 1st day rate which is most appropriately applied to local inmates and inmates from other municipal and county jurisdictions. The 1st day rate recovers the costs of booking and housing the inmate overnight for the first day of their stay in the detention facility. If this rate is charged, subsequent detention days for the same inmate during the same stay should be charged at a rate of \$75.47 per day.

The 1st day rate is determined by adding the average cost of a prisoner booking to the average daily rate using only detention and transportation costs. Exhibit 3 displays the calculation for this rate.

Exhibit 3

Adult Detention Per Diem - 1st Day Rate Calculation					
Cost Component	Housing	Transportation	Housing & Transport Total	Booking	Total Cost
County-wide Indirect Cost	\$ 891,476	\$ 69,692	\$ 961,169	\$ 170,539	\$ 1,131,708
Sheriff Administration	\$ 359,272	\$ 70,329	\$ 429,601	\$ 132,336	\$ 561,936
County Jail	\$ 3,086,966	\$ 586,616	\$ 3,673,581	\$ 486,709	\$ 4,160,290
Jail Medical Service	\$ 633,663	\$ -	\$ 633,663	\$ -	\$ 633,663
Jail Mental Health Service	\$ 109,040	\$ -	\$ 109,040	\$ -	\$ 109,040
Total Costs	\$ 5,080,417	\$ 726,637	\$ 5,807,054	\$ 789,583	\$ 6,596,637
# of Prisoner Days			76,945		
Component - Daily Cost of Prisoner Housing & Transport			\$ 75.47		
# of Prisoner Bookings				4,310	
Component - Cost Per Prisoner Booking				\$ 183.20	
Grand Total - 1st Day Rate					
					\$ 258.67

Section 2

Methodology & Format

Sheriff Cost Allocation Plan

Overview

The Sheriff Cost Allocation Plan has been prepared in accordance with Federal 2 CFR 225 (OMB A-87). A consistent approach has been followed in the treatment of costs as direct or indirect costs. In no case have costs charged as direct costs to programs been included as indirect costs. All expenditure and statistical information used for this calculation is from the fiscal year ended June 30, 2013, or a representative sample period.

Methodology

A multiple allocation base double-step down allocation methodology is used for the calculation. This methodology recognizes that the utilization of services by users varies by type of service. The cost of each service or activity is allocated to users based on an appropriate allocation base related to the service performed. In selecting an allocation base to be used, the objective has been to use a base that is readily available and reasonably results in the allocation of costs to users based on the relative benefit derived.

Format

The first few pages of the Cost Allocation Plan are the Table of Contents. The column on the left side of the pages lists the central service, or allocating, divisions and departments. Each central service division and department is broken down into functions. Functions are the specific services provided by a particular division and department. The middle column lists the allocation base for each corresponding function. The column on the right side of the pages is the applicable page number.

The next few pages of the Cost Allocation Plan are the Summary Schedule. The Summary Schedule identifies the total dollar amount allocated from every County allocating division and department to every County receiving

division and department. Allocating divisions and departments are listed down the left column and receiving divisions, departments and funds are listed across the top of each page.

The remaining pages of the Cost Allocation Plan are the details schedules for every central service division and department. The detail schedules for each central service division and department are structured in the following format.

- ❖ Narrative. Lists the division and department name, provides a brief description of the activities performed, identifies the functions and the corresponding allocation base.
- ❖ Departmental Costs (A). The actual expenditures for that division and department.
- ❖ Incoming Costs (B). The support costs coming into the division and department from other allocating divisions and departments.
- ❖ Total Allocated (C). The total amount allocated for that division and department. This amount is found at the end of the Incoming Costs schedule.
- ❖ Function Allocations. The distribution, or allocation, of the Total Allocated costs by function.
- ❖ Allocation Summary. The summary of allocated costs by function.

Section 3

Departmental Cost Allocation Plan

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
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COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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Summary Schedule

Department	BOOKING	TRANSPOR TATION	DETENTION	OTHER	2nd Allocation Orphans	Total
1 INDIRECT COSTS - SHERIFF ADMIN	\$71,006	\$37,736	\$192,772	\$848,696	\$0	\$1,150,210
2 INDIRECT COSTS - COUNTY JAIL	99,533	31,957	537,140	0	0	668,629
3 INDIRECT COSTS - MEDICAL SVCS	0	0	135,510	0	0	135,510
4 INDIRECT COSTS - JAIL MENTAL HE	0	0	26,055	0	0	26,055
5 3100 SHERIFF ADMIN	132,336	70,329	359,272	2,689,902	0	3,251,838
6 3300 COUNTY JAIL	486,709	586,616	3,086,966	0	0	4,160,290
7 5220 HEALTH - JAIL MEDICAL	0	0	633,663	0	0	633,663
8 5230 HEALTH - JAIL MENTAL HEALT	0	0	109,040	0	0	109,040
Total Current Allocations	\$789,583	\$726,637	\$5,080,417	\$3,538,598	\$0	\$10,135,235

INDIRECT COSTS - SHERIFF ADMINISTRATION
Nature and Extent of Services

Costs of support services provided by central service departments of Cochise County, Arizona to the Sheriff Administration Division have been identified in the FY 2013 OMB A-87 Central Service Cost Allocation Plan, Schedule A. The Plan has been prepared based on actual expenditures and data for the year ended June 30, 2013. The Plan has been prepared in accordance with U.S. Office of Management and Budget Circular A-87. Allocated costs to Sheriff Administration have been grouped and allocated as follows:

Administration - Allocated costs associated with Sheriff Department administrative staff have been allocated on the number of Department positions supervised by the administrative staff.

Dispatch - Allocated costs associated with dispatch operations have been allocated on the number of positions served. Detention staff have been weighted at 50% to acknowledge their reduced level of activity.

Records - Allocated costs associated with record keeping have been allocated on the estimated level of effort provided.

Other - Allocated costs associated with investigation and patrol activities have been directly allocated to Other.

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
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A. Department Costs

Dept:1 INDIRECT COSTS - SHERIFF ADMIN

Description		Amount	General Admin	ADMIN	DISPATCH	RECORDS	OTHER
Personnel Costs							
Salaries	S1	0	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%	.00%
Benefits	S	0	0	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0	0	0
Services & Supplies Cost							
Building Use	S	35,859	0	10,177	14,982	3,905	6,795
Equipment Use	S	21,499	0	6,101	8,982	2,341	4,074
General Government	S	4,953	0	1,406	2,069	539	939
Board of Supervisors	S	7,505	0	2,130	3,136	817	1,422
HR - Personnel	S	15,299	0	4,342	6,392	1,666	2,899
Facilities Mgmt	S	135,082	0	38,336	56,437	14,710	25,598
Utilities	S	52,526	0	14,907	21,945	5,720	9,954
HR - Risk Mgmt	S	39,238	0	11,136	16,394	4,273	7,436
MIS	S	527,150	0	149,605	220,243	57,407	99,895
IT - GIS	S	30,318	0	8,604	12,667	3,302	5,745
Communications	S	30,259	0	8,588	12,642	3,295	5,734
Wireless	S	11,784	0	3,344	4,923	1,283	2,233
Fleet Management	P	88,295	0	0	0	0	88,295
Finance - Budget	S	8,734	0	2,479	3,649	951	1,655
Finance - Accounting	S	32,361	0	9,184	13,520	3,524	6,132
Finance - Payroll	S	5,663	0	1,607	2,366	617	1,073
Procurement	S	63,111	0	17,911	26,368	6,873	11,960
Attorney	S	23,071	0	6,548	9,639	2,512	4,372
Treasurer	S	17,503	0	4,967	7,313	1,906	3,317
Subtotal - Services & Supplies		1,150,210	0	301,371	443,668	115,643	289,528
Department Cost Total		1,150,210	0	301,371	443,668	115,643	289,528
Adjustments to Cost							
Subtotal - Adjustments		0	0	0	0	0	0
Total Costs After Adjustments		1,150,210	0	301,371	443,668	115,643	289,528
General Admin Distribution			0	0	0	0	0
Grand Total		\$1,150,210		\$301,371	\$443,668	\$115,643	\$289,528

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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B. Incoming Costs - (Default Spread Expense%)

No Indirect Costs

Dept:1 INDIRECT COSTS - SHERIFF ADMIN

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COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
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ADMIN Allocations

Dept:1 INDIRECT COSTS - SHERIFF ADMIN

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
9 BOOKING	7	4.38%	\$13,185	\$0	\$13,185	\$0	\$13,185
10 TRANSPORTATION	7	4.38%	13,185	0	13,185	0	13,185
11 DETENTION	53	33.13%	99,829	0	99,829	0	99,829
12 OTHER	93	58.13%	175,172	0	175,172	0	175,172
Subtotal	160	100.00%	301,371	0	301,371	0	301,371
Direct Bills					0		0
Total					\$301,371		\$301,371

Basis Units: # of Positions Supervised
Source:

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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DISPATCH Allocations

Dept:1 INDIRECT COSTS - SHERIFF ADMIN

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
10 TRANSPORTATION	7.00	5.53%	\$24,551	\$0	\$24,551	\$0	\$24,551
11 DETENTION	26.50	20.95%	92,942	0	92,942	0	92,942
12 OTHER	93.00	73.52%	326,175	0	326,175	0	326,175
Subtotal	126.50	100.00%	443,668	0	443,668	0	443,668
Direct Bills					0		0
Total					\$443,668		\$443,668

Basis Units: # of Positions Served (Weighted for Service Level)

Source:

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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RECORDS Allocations

Dept:1 INDIRECT COSTS - SHERIFF ADMIN

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
9 BOOKING	50	50.00%	\$57,821	\$0	\$57,821	\$0	\$57,821
12 OTHER	50	50.00%	57,821	0	57,821	0	57,821
Subtotal	100	100.00%	115,643	0	115,643	0	115,643
Direct Bills					0		0
Total					\$115,643		\$115,643
Basis Units: Relative Effort							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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OTHER Allocations

Dept:1 INDIRECT COSTS - SHERIFF ADMIN

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
12 OTHER	100	100.00%	\$289,528	\$0	\$289,528	\$0	\$289,528
Subtotal	100	100.00%	289,528	0	289,528	0	289,528
Direct Bills					0		0
Total					\$289,528		\$289,528
Basis Units: Direct to Other							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
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Allocation Summary

Dept:1 INDIRECT COSTS - SHERIFF ADMIN

Department	ADMIN	DISPATCH	RECORDS	OTHER	Total
9 BOOKING	\$13,185	\$0	\$57,821	\$0	\$71,006
10 TRANSPORTATION	13,185	24,551	0	0	37,736
11 DETENTION	99,829	92,942	0	0	192,772
12 OTHER	175,172	326,175	57,821	289,528	848,696
Total	\$301,371	\$443,668	\$115,643	\$289,528	\$1,150,210

INDIRECT COSTS - COUNTY JAIL
Nature and Extent of Services

Costs of support services provided by central service departments of Cochise County, Arizona to the County Jail have been identified in the FY 2013 OMB A-87 Central Service Cost Allocation Plan, Schedule A. The Plan has been prepared based on actual expenditures and data for the year ended June 30, 2013. The Plan has been prepared in accordance with U.S. Office of Management and Budget Circular A-87. Allocated costs to County Jail have been grouped and allocated as follows:

Transport - Allocated costs associated with transport have been allocated directly to Transport.

Booking - Allocated costs associated with the booking and intake function have been allocated directly to Booking.

Detention - Allocated costs associated with the housing of prisoners have been allocated directly to Detention.

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

A. Department Costs

Dept:2 INDIRECT COSTS - COUNTY JAIL

Description		Amount	General Admin	TRANSPOR T	BOOKING	DETENTION
Personnel Costs						
Salaries	S1	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%
Benefits	S	0	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0	0
Services & Supplies Cost						
Building Use	P	88,208	0	0	13,790	74,418
Equipment Use	S	0	0	0	0	0
General Government	S	7,093	0	954	960	5,179
Board of Supervisors	S	15,238	0	2,050	2,062	11,127
HR - Personnel	S	31,061	0	4,178	4,203	22,681
Facilities Mgmt	P	105,251	0	0	16,454	88,797
Utilities	P	237,573	0	0	37,140	200,432
HR - Risk Mgmt	S	79,664	0	10,715	10,779	58,171
MIS	S	35,979	0	4,839	4,868	26,272
IT - GIS	S	0	0	0	0	0
Communications	S	0	0	0	0	0
Wireless	S	23,371	0	3,143	3,162	17,066
Fleet Management	S	8,011	0	1,077	1,084	5,850
Finance - Budget	S	0	0	0	0	0
Finance - Accounting	S	0	0	0	0	0
Finance - Payroll	S	11,497	0	1,546	1,556	8,395
Procurement	S	0	0	0	0	0
Attorney	S	25,682	0	3,454	3,475	18,753
Treasurer	S	0	0	0	0	0
Subtotal - Services & Supplies		668,629	0	31,957	99,533	537,140
Department Cost Total		668,629	0	31,957	99,533	537,140
Adjustments to Cost						
Subtotal - Adjustments		0	0	0	0	0
Total Costs After Adjustments		668,629	0	31,957	99,533	537,140
General Admin Distribution			0	0	0	0
Grand Total		\$668,629		\$31,957	\$99,533	\$537,140

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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B. Incoming Costs - (Default Spread Expense%)

No Indirect Costs

Dept:2 INDIRECT COSTS - COUNTY JAIL

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TRANSPORT Allocations

Dept:2 INDIRECT COSTS - COUNTY JAIL

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
10 TRANSPORTATION	100	100.00%	\$31,957	\$0	\$31,957	\$0	\$31,957
Subtotal	100	100.00%	31,957	0	31,957	0	31,957
Direct Bills					0		0
Total					\$31,957		\$31,957
Basis Units: Direct to Transportation							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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BOOKING Allocations

Dept:2 INDIRECT COSTS - COUNTY JAIL

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
9 BOOKING	100	100.00%	\$99,533	\$0	\$99,533	\$0	\$99,533
Subtotal	100	100.00%	99,533	0	99,533	0	99,533
Direct Bills					0		0
Total					\$99,533		\$99,533
Basis Units: Direct to Booking							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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DETENTION Allocations

Dept:2 INDIRECT COSTS - COUNTY JAIL

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
11 DETENTION	100	100.00%	\$537,140	\$0	\$537,140	\$0	\$537,140
Subtotal	100	100.00%	537,140	0	537,140	0	537,140
Direct Bills					0		0
Total					\$537,140		\$537,140
Basis Units: Direct to Detention							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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5/12/2014

Allocation Summary

Dept:2 INDIRECT COSTS - COUNTY JAIL

Department	TRANSPOR T	BOOKING	DETENTION	Total
9 BOOKING	\$0	\$99,533	\$0	\$99,533
10 TRANSPORTATION	31,957	0	0	31,957
11 DETENTION	0	0	537,140	537,140
Total	\$31,957	\$99,533	\$537,140	\$668,629

INDIRECT COSTS - MEDICAL SERVICES
Nature and Extent of Services

Costs of support services provided by central service departments of Cochise County, Arizona to the Jail Medical Services have been identified in the FY 2013 OMB A-87 Central Service Cost Allocation Plan, Schedule A. The Plan has been prepared based on actual expenditures and data for the year ended June 30, 2013. The Plan has been prepared in accordance with U.S. Office of Management and Budget Circular A-87. Allocated costs to Jail Medical Services have been directly allocated to Detention.

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FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
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A. Department Costs

Dept:3 INDIRECT COSTS - MEDICAL SVCS

Description		Amount	General Admin	SERVICES
Personnel Costs				
Salaries	S1	0	0	0
Salary % Split			.00%	.00%
Benefits	S	0	0	0
Subtotal - Personnel Costs		0	0	0
Services & Supplies Cost				
General Government	S	695	0	695
Board of Supervisors	S	1,365	0	1,365
HR - Personnel	S	2,782	0	2,782
MIS	S	1,143	0	1,143
Fleet Management	S	179	0	179
Finance - Payroll	S	1,030	0	1,030
Attorney	S	2,724	0	2,724
Treasurer	S	0	0	0
Health Admin	S	123,879	0	123,879
HR - Risk Mgmt	S	1,713	0	1,713
Subtotal - Services & Supplies		135,510	0	135,510
Department Cost Total		135,510	0	135,510
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		135,510	0	135,510
General Admin Distribution			0	0
Grand Total		<u>\$135,510</u>		<u>\$135,510</u>

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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B. Incoming Costs - (Default Spread Expense%)

No Indirect Costs

Dept:3 INDIRECT COSTS - MEDICAL SVCS

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COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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5/12/2014

SERVICES Allocations

Dept:3 INDIRECT COSTS - MEDICAL SVCS

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
11 DETENTION	100	100.00%	\$135,510	\$0	\$135,510	\$0	\$135,510
Subtotal	100	100.00%	135,510	0	135,510	0	135,510
Direct Bills					0		0
Total					\$135,510		\$135,510
Basis Units: Direct to Detention							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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Allocation Summary

Dept:3 INDIRECT COSTS - MEDICAL SVCS

Department	SERVICES	Total
11 DETENTION	\$135,510	\$135,510
Total	<u>\$135,510</u>	<u>\$135,510</u>

INDIRECT COSTS - MENTAL HEALTH SERVICES
Nature and Extent of Services

Costs of support services provided by central service departments of Cochise County, Arizona to the Jail Mental Health Services have been identified in the FY 2013 OMB A-87 Central Service Cost Allocation Plan, Schedule A. The Plan has been prepared based on actual expenditures and data for the year ended June 30, 2013. The Plan has been prepared in accordance with U.S. Office of Management and Budget Circular A-87. Allocated costs to Jail Mental Services have been directly allocated to Detention

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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A. Department Costs

Dept:4 INDIRECT COSTS - JAIL MENTAL HEALTH

Description		Amount	General Admin	SERVICES
Personnel Costs				
Salaries	S1	0	0	0
Salary % Split			.00%	.00%
Benefits	S	0	0	0
Subtotal - Personnel Costs		0	0	0
Services & Supplies Cost				
General Government	S	118	0	118
Board of Supervisors	S	227	0	227
HR - Personnel	S	464	0	464
HR - Risk Mgmt	S	285	0	285
MIS	S	0	0	0
Fleet Management	S	9	0	9
Finance - Accounting	S	0	0	0
Finance - Payroll	S	172	0	172
Attorney	S	467	0	467
Treasurer	S	0	0	0
Health Admin	S	24,313	0	24,313
Subtotal - Services & Supplies		26,055	0	26,055
Department Cost Total		26,055	0	26,055
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		26,055	0	26,055
General Admin Distribution			0	0
Grand Total		<u>\$26,055</u>	<u>\$26,055</u>	

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

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B. Incoming Costs - (Default Spread Expense%)

No Indirect Costs

Dept:4 INDIRECT COSTS - JAIL MENTAL HEALTH

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SERVICES Allocations

Dept:4 INDIRECT COSTS - JAIL MENTAL HEALTH

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
11 DETENTION	100	100.00%	\$26,055	\$0	\$26,055	\$0	\$26,055
Subtotal	100	100.00%	26,055	0	26,055	0	26,055
Direct Bills					0		0
Total					\$26,055		\$26,055
Basis Units: Direct to Detention							
Source:							

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Allocation Summary

Dept:4 INDIRECT COSTS - JAIL MENTAL HEALTH

Department	SERVICES	Total
11 DETENTION	\$26,055	\$26,055
Total	<u>\$26,055</u>	<u>\$26,055</u>

SHERIFF ADMINISTRATION (3100)
Nature and Extent of Services

The Sheriff Administration Division is responsible for the administration, coordination, and support of all activities of the Sheriff Department. The Division includes costs of administering, dispatch, and record keeping. Costs of Sheriff Administration have been identified and allocated as follows:

Administration - Costs associated with the general administration and support within the Department have been allocated on the number of Department positions supervised.

Dispatch - Costs associated with dispatch operations have been allocated on the number of positions served. Detention staff have been weighted at 50% to acknowledge their reduced level of activity.

Records - Costs associated with record keeping have been allocated on the estimated level of effort provided.

Other - All other costs have been directly allocated to Other.

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

A. Department Costs

Dept:5 3100 SHERIFF ADMIN

Description		Amount	General Admin	ADMIN	DISPATCH	RECORDS	OTHER
Personnel Costs							
Salaries	S1	1,212,367	0	344,070	506,527	132,027	229,744
Salary % Split			.00%	28.38%	41.78%	10.89%	18.95%
Benefits	S	456,157	0	129,457	190,582	49,675	86,442
Subtotal - Personnel Costs		1,668,524	0	473,527	697,109	181,702	316,185
Services & Supplies Cost							
Office Supplies	S	30,960	0	8,786	12,935	3,372	5,867
Operating Supplies	S	8,016	0	2,275	3,349	873	1,519
Repair & Maint Supply	S	382	0	108	160	42	72
Small Tools	S	16,488	0	4,679	6,889	1,796	3,124
Professional Svcs	S	62,381	0	17,704	26,063	6,793	11,821
Communications	S	38,597	0	10,954	16,126	4,203	7,314
Travel & Training	S	29,300	0	8,315	12,242	3,191	5,552
Advertising	S	153	0	43	64	17	29
Fleet Charges	P	1,272,728	0	0	0	0	1,272,728
Printing & Binding	S	2,007	0	570	839	219	380
Operating Lease	S	16,069	0	4,560	6,714	1,750	3,045
Repair & Maint	S	106,233	0	30,149	44,384	11,569	20,131
Judgements & Damages	D	65,454	0	0	0	0	0
Subtotal - Services & Supplies		1,648,768	0	88,144	129,763	33,823	1,331,584
Department Cost Total		3,317,292	0	561,671	826,872	215,525	1,647,769
Adjustments to Cost							
Judgements & Damages	D	(65,454)	0	0	0	0	0
Subtotal - Adjustments		(65,454)	0	0	0	0	0
Total Costs After Adjustments		3,251,838	0	561,671	826,872	215,525	1,647,769
General Admin Distribution			0	0	0	0	0
Grand Total		<u>\$3,251,838</u>		<u>\$561,671</u>	<u>\$826,872</u>	<u>\$215,525</u>	<u>\$1,647,769</u>

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

B. Incoming Costs - (Default Spread Salary%)

No Indirect Costs

Dept:5 3100 SHERIFF ADMIN

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COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

ADMIN Allocations

Dept:5 3100 SHERIFF ADMIN

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
9 BOOKING	7	4.38%	\$24,573	\$0	\$24,573	\$0	\$24,573
10 TRANSPORTATION	7	4.38%	24,573	0	24,573	0	24,573
11 DETENTION	53	33.13%	186,054	0	186,054	0	186,054
12 OTHER	93	58.13%	326,472	0	326,472	0	326,472
Subtotal	160	100.00%	561,671	0	561,671	0	561,671
Direct Bills					0		0
Total					\$561,671		\$561,671

Basis Units: # of Positions Supervised
Source:

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

DISPATCH Allocations

Dept:5 3100 SHERIFF ADMIN

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
10 TRANSPORTATION	7.00	5.53%	\$45,756	\$0	\$45,756	\$0	\$45,756
11 DETENTION	26.50	20.95%	173,218	0	173,218	0	173,218
12 OTHER	93.00	73.52%	607,898	0	607,898	0	607,898
Subtotal	126.50	100.00%	826,872	0	826,872	0	826,872
Direct Bills					0		0
Total					\$826,872		\$826,872

Basis Units: # of Positions Served (Weighted for Service Level)

Source:

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

RECORDS Allocations

Dept:5 3100 SHERIFF ADMIN

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
9 BOOKING	50	50.00%	\$107,763	\$0	\$107,763	\$0	\$107,763
12 OTHER	50	50.00%	107,763	0	107,763	0	107,763
Subtotal	100	100.00%	215,525	0	215,525	0	215,525
Direct Bills					0		0
Total					\$215,525		\$215,525
Basis Units: Relative Effort							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

OTHER Allocations

Dept:5 3100 SHERIFF ADMIN

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
12 OTHER	100	100.00%	\$1,647,769	\$0	\$1,647,769	\$0	\$1,647,769
Subtotal	100	100.00%	1,647,769	0	1,647,769	0	1,647,769
Direct Bills					0		0
Total					\$1,647,769		\$1,647,769
Basis Units: Direct to Other							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

Allocation Summary

Dept:5 3100 SHERIFF ADMIN

Department	ADMIN	DISPATCH	RECORDS	OTHER	Total
9 BOOKING	\$24,573	\$0	\$107,763	\$0	\$132,336
10 TRANSPORTATION	24,573	45,756	0	0	70,329
11 DETENTION	186,054	173,218	0	0	359,272
12 OTHER	326,472	607,898	107,763	1,647,769	2,689,902
Total	\$561,671	\$826,872	\$215,525	\$1,647,769	\$3,251,838

COUNTY JAIL (3300)
Nature and Extent of Services

The County Jail is responsible for the booking, detention and transportation of prisoners. Costs of the County Jail have been identified and allocated as follows:

General Administration - Costs associated with the general administration and support of County Jail operations have been allocated to jail activities based on personal services costs of assigned staff

Transportation - Costs associated with the transportation of prisoners have been directly allocated to Transportation.

Booking - Costs associated with the booking of prisoners have been directly allocated to Booking.

Detention - Costs associated with the detention of prisoners have been directly allocated to Detention.

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

A. Department Costs

Dept:6 3300 COUNTY JAIL

Description		Amount	General Admin	TRANSPOR T	BOOKING	DETENTION
Personnel Costs						
Salaries	S1	2,472,357	634,160	247,236	248,719	1,342,243
Salary % Split			25.65%	10.00%	10.06%	54.29%
Benefits	S	978,709	251,039	97,871	98,458	531,341
Subtotal - Personnel Costs		3,451,066	885,198	345,107	347,177	1,873,584
Services & Supplies Cost						
Office Supplies	S	21,080	5,407	2,108	2,121	11,444
Operating Supplies	P	41,349	0	0	0	41,349
Repair Supplies	P	28,427	0	0	0	28,427
Fleet Charges	P	117,542	0	117,542	0	0
Professional Svcs	P	9,603	0	0	0	9,603
Communications	S	5,995	1,538	600	603	3,255
Travel	P	1,215	0	1,215	0	0
Operating Leases & Rentals	P	16,043	0	0	16,043	0
Repair & Maint	S	388	100	39	39	211
Machinery & Equipment	S	0	0	0	0	0
Support & Care	P	467,582	0	0	0	467,582
Subtotal - Services & Supplies		709,224	7,044	121,503	18,806	561,871
Department Cost Total		4,160,290	892,243	466,610	365,983	2,435,454
Adjustments to Cost						
Subtotal - Adjustments		0	0	0	0	0
Total Costs After Adjustments		4,160,290	892,243	466,610	365,983	2,435,454
General Admin Distribution			(892,243)	120,006	120,726	651,511
Grand Total		\$4,160,290		\$586,616	\$486,709	\$3,086,966

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

B. Incoming Costs - (Default Spread Salary%)

No Indirect Costs

Dept:6 3300 COUNTY JAIL

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COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

TRANSPORT Allocations

Dept:6 3300 COUNTY JAIL

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
10 TRANSPORTATION	100	100.00%	\$586,616	\$0	\$586,616	\$0	\$586,616
Subtotal	100	100.00%	586,616	0	586,616	0	586,616
Direct Bills					0		0
Total					\$586,616		\$586,616
Basis Units: Direct to Transportation							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

BOOKING Allocations

Dept:6 3300 COUNTY JAIL

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
9 BOOKING	100	100.00%	\$486,709	\$0	\$486,709	\$0	\$486,709
Subtotal	100	100.00%	486,709	0	486,709	0	486,709
Direct Bills					0		0
Total					\$486,709		\$486,709
Basis Units: Direct to Booking							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

DETENTION Allocations

Dept:6 3300 COUNTY JAIL

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
11 DETENTION	100	100.00%	\$3,086,966	\$0	\$3,086,966	\$0	\$3,086,966
Subtotal	100	100.00%	3,086,966	0	3,086,966	0	3,086,966
Direct Bills					0		0
Total					\$3,086,966		\$3,086,966
Basis Units: Direct to Detention							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

Allocation Summary

Dept:6 3300 COUNTY JAIL

Department	TRANSPOR T	BOOKING	DETENTION	Total
9 BOOKING	\$0	\$486,709	\$0	\$486,709
10 TRANSPORTATION	586,616	0	0	586,616
11 DETENTION	0	0	3,086,966	3,086,966
Total	\$586,616	\$486,709	\$3,086,966	\$4,160,290

HEALTH - MEDICAL SERVICES (5220)
Nature and Extent of Services

The Jail Medical Services Program of the County Health Department is responsible for providing medical services for County prisoners. Costs of jail medical services have been identified and directly allocated to Detention.

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

A. Department Costs

Dept:7 5220 HEALTH - JAIL MEDICAL

Description		Amount	General Admin	SERVICES
Personnel Costs				
Salaries	S1	235,190	0	235,190
Salary % Split			.00%	100.00%
Benefits	S	81,053	0	81,053
Subtotal - Personnel Costs		316,243	0	316,243
Services & Supplies Cost				
Office Supplies	S	3,718	0	3,718
Operating Supplies	S	20,707	0	20,707
Small Tools	S	0	0	0
Fleet Charges	S	2,623	0	2,623
Professional Svcs	S	41,990	0	41,990
Communications	S	1,589	0	1,589
Travel & Training	S	3,355	0	3,355
Operating Leases	S	1,508	0	1,508
Support & Care of Persons	S	241,930	0	241,930
Subtotal - Services & Supplies		317,420	0	317,420
Department Cost Total		633,663	0	633,663
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		633,663	0	633,663
General Admin Distribution			0	0
Grand Total		<u>\$633,663</u>		<u>\$633,663</u>

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

B. Incoming Costs - (Default Spread Salary%)

No Indirect Costs

Dept:7 5220 HEALTH - JAIL MEDICAL

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COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

SERVICES Allocations

Dept:7 5220 HEALTH - JAIL MEDICAL

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
11 DETENTION	100	100.00%	\$633,663	\$0	\$633,663	\$0	\$633,663
Subtotal	100	100.00%	633,663	0	633,663	0	633,663
Direct Bills					0		0
Total					\$633,663		\$633,663
Basis Units: Direct to Detention							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

Allocation Summary

Dept:7 5220 HEALTH - JAIL MEDICAL

Department	SERVICES	Total
11 DETENTION	\$633,663	\$633,663
Total	<u>\$633,663</u>	<u>\$633,663</u>

HEALTH - MENTAL HEALTH SERVICES (5230)
Nature and Extent of Services

The Jail Mental Health Services Program of the County Health Department is responsible for providing mental health services for County prisoners. Costs of jail mental services have been identified and directly allocated to Detention.

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

A. Department Costs

Dept:8 5230 HEALTH - JAIL MENTAL HEALTH

Description		Amount	General Admin	SERVICES
Personnel Costs				
Salaries	S1	46,159	0	46,159
Salary % Split			.00%	100.00%
Benefits	S	16,809	0	16,809
Subtotal - Personnel Costs		62,968	0	62,968
Services & Supplies Cost				
Office Supplies	S	72	0	72
Fleet Charges	S	125	0	125
Small Tools	S	2,197	0	2,197
Communications	S	0	0	0
Travel & Training	S	1,126	0	1,126
Operating Leases	S	681	0	681
Support & Care of Persons	S	41,871	0	41,871
Subtotal - Services & Supplies		46,072	0	46,072
Department Cost Total		109,040	0	109,040
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		109,040	0	109,040
General Admin Distribution			0	0
Grand Total		<u>\$109,040</u>		<u>\$109,040</u>

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

B. Incoming Costs - (Default Spread Salary%)

No Indirect Costs

Dept:8 5230 HEALTH - JAIL MENTAL HEALTH

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COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

SERVICES Allocations

Dept:8 5230 HEALTH - JAIL MENTAL HEALTH

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
11 DETENTION	100	100.00%	\$109,040	\$0	\$109,040	\$0	\$109,040
Subtotal	100	100.00%	109,040	0	109,040	0	109,040
Direct Bills					0		0
Total					\$109,040		\$109,040
Basis Units: Direct to Detention							
Source:							

COCHISE COUNTY, ARIZONA
FEDERAL 2 CFR 225 (A-87) ADULT DETENTION COST ALLOCATION PLAN

ACTUAL FY 2013
5/12/2014

Allocation Summary

Dept:8 5230 HEALTH - JAIL MENTAL HEALTH

Department	SERVICES	Total
11 DETENTION	\$109,040	\$109,040
Total	<u>\$109,040</u>	<u>\$109,040</u>

Regular Board of Supervisors Meeting**Elections and Special Districts****Meeting Date:** 07/22/2014

Adopt Resolution appointing poll workers for the Primary and General Elections

Submitted By: Juanita Murray, Elections & Special Districts**Department:** Elections & Special Districts**Presentation:** No A/V Presentation **Recommendation:** Approve**Document Signatures:** BOS Signature Required **# of ORIGINALS Submitted for Signature:** 1**NAME of PRESENTER:** Juanita Murray **TITLE of PRESENTER:** Director, Elections/Specail Districts**Docket Number (If applicable):****Mandated Function?:** Federal or State Mandate **Source of Mandate or Basis for Support?:** ARS 16-531**Information****Agenda Item Text:**

Adopt Resolution 14-22, appointing poll workers for the Primary Election to be held on August 26, 2014 and the General Election to be held on November 4, 2014.

Background:

A.R.S. section 16-531 provides that the BOS shall appoint the poll workers not less than 20 days prior to the election. To facilitate hiring and training, poll workers are asked to commit to work both the Primary and General Elections.

Department's Next Steps (if approved):

Notify poll workers of their appointment.

Impact of NOT Approving/Alternatives:

Cochise County will not be in compliance with A.R.S. section 16-531

To BOS Staff: Document Disposition/Follow-Up:

Send signed resolution to the Elections office.

Attachments2014 PRIMARY and GENERAL ELECTION BOARD WORKERS
Resolution

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

01 BE BENSON

PARTY	POSITION	NAME
REP	INSPECTOR	VICKI MARTZKE
DEM	MARSHAL	*ALBERT FERNANDEZ
DEM	JUDGE	*VALERIE E PADIA
REP	JUDGE	JAMES MARTZKE
REP	CLERK	JULIE WOODS
REP	CLERK	*DELIA FERNANDEZ

02 BE J-SIX

PARTY	POSITION	NAME
IND	INSPECTOR	MICHELLE JOHNSON
DEM	MARSHAL	ROBERT LUJAN
REP	JUDGE	*ALFRED REYES
DEM	JUDGE	CHARLENE LUJAN
REP	CLERK	MARILYN L FOX
REP	CLERK	

03 BE SAN PEDRO

PARTY	POSITION	NAME
DEM	INSPECTOR	ZONA BUSSELLE
IND	MARSHAL	RALPH FRANKLIN FLORER, JR
DEM	JUDGE	RICHARD BUSSELLE
REP	JUDGE	GENE EDWIN BEYER
REP	CLERK	*VIRGINIA R PADIA
DEM	CLERK	PATRICIA ANNE SPAULDING

04 BI BISBEE

PARTY	POSITION	NAME
REP	INSPECTOR	*LINDA KIRLEY
DEM	MARSHAL	MICHELE BROWN
REP	JUDGE	OLGA BLEVINS
DEM	JUDGE	THOMAS KIRKLEY
DEM	CLERK	VALDEMARE CONTRERAS
DEM	CLERK	MARY RUTH HARPER

05 BI DON LUIS

PARTY	POSITION	NAME
REP	INSPECTOR	REGINA PACE
PND	MARSHAL	KEITH DENNIS
DEM	JUDGE	SHERRY HAYES
REP	JUDGE	LUCINDA CARBERRY
REP	CLERK	*CHARLES TUELL
DEM	CLERK	SHARON TUELL

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

06 BI WARREN

PARTY	POSITION	NAME
REP	INSPECTOR	FRANK KNIGHT
DEM	MARSHAL	DANIEL FREY
IND	JUDGE	CARRIE MITTEN
REP	JUDGE	ALAN SWAN
REP	CLERK	*CAROL ROLES
REP	CLERK	*CARL ROLES

07 BOWIE

PARTY	POSITION	NAME
DEM	INSPECTOR	*DELIA GUZMAN
REP	MARSHAL	AUDIE DALE DECKER
REP	JUDGE	DIANA HARTMAN
DEM	JUDGE	FLORINA CHRISTIERNSSON
REP	CLERK	JOSHLIN ZERKLE
DEM	CLERK	ROBIN REGAN

08 COCHISE STRONGHOLD

PARTY	POSITION	NAME
REP	INSPECTOR	LINDA BURNS
IND	MARSHAL	ELAINE HENDRY
REP	JUDGE	PEGGY PARKS
PND	JUDGE	MARY SZTUK
REP	CLERK	*RITA SAUNDERS
REP	CLERK	JOANN SMITH

09 DO CALVARY

PARTY	POSITION	NAME
IND	INSPECTOR	*LOUISE VALENCIA
DEM	MARSHAL	FRANCISCO J SIN JR
IND	JUDGE	VERONICA DANIEL
REP	JUDGE	*MAGDALENA QUINONEZ
DEM	CLERK	CECILIA D INSUNZA
DEM	CLERK	ROSEMARY C VALENCIA

10 DO CARLSON

PARTY	POSITION	NAME
REP	INSPECTOR	JENNIE CLEVELAND
DEM	MARSHAL	*JAVIER FIMBRES
REP	JUDGE	
DEM	JUDGE	BARBARA JEAN MASON
DEM	CLERK	LINDA GUTIERREZ
DEM	CLERK	ENRIQUE BARCELO

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

11 DO CASTRO PARK

PARTY	POSITION	NAME
REP	INSPECTOR	YOLANDA THOMAS
DEM	MARSHAL	*HENRY VARGAS
DEM	JUDGE	*DAVID CARRILLO
REP	JUDGE	RICHARD THOMAS
DEM	CLERK	*CAROLINA GOMEZ
DEM	CLERK	PATRICIA RIVERA

12 DO GADSDEN

PARTY	POSITION	NAME
IND	INSPECTOR	RUTH ELLEN SCHODER-EHRI
DEM	MARSHAL	*BRENDA –JEANETTE VALENCIA
DEM	JUDGE	*YOLANDA PERALTA
REP	JUDGE	CECILIA WOODS
DEM	CLERK	LYDIA VALENCIA
OTH	CLERK	MARIA MARTINA RIOS

13 DO SUNNYSIDE

PARTY	POSITION	NAME
DEM	INSPECTOR	*ANGELINA ROSE
REP	MARSHAL	IRENE GANTT
DEM	JUDGE	HELEN CLARK
PND	JUDGE	*ELSA ROSES
DEM	CLERK	*GUADALUPE YOUNG
DEM	CLERK	MARIA ELENA RIVAS

14 GREATER SAN PEDRO

PARTY	POSITION	NAME
DEM	INSPECTOR	SUSAN MASTERS
PND	MARSHAL	SUSAN SCHMITT
REP	JUDGE	DONNA MARSETT
DEM	JUDGE	KAREN SCHLESINGER
DEM	CLERK	
DEM	CLERK	

15 HEREFORD

PARTY	POSITION	NAME
DEM	INSPECTOR	BESSIE M EVANS
REP	MARSHAL	VALERIE J RICE
PND	JUDGE	*MARIA CONTRERAS
DEM	JUDGE	GLORIA P GONZALEZ
IND	CLERK	IAN RICE
REP	CLERK	CHARLOTTE MOON

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

16 HUACHUCA

PARTY	POSITION	NAME
REP	INSPECTOR	LEON VANDER-HEYDEN
PND	MARSHAL	GEFF DIVELEYL
REP	JUDGE	WANDA PIKE
DEM	JUDGE	*SUE PARIZEK
REP	CLERK	LAURA VANDER-HEYDEN
REP	CLERK	BARBARA JONES

17 MCNEAL

PARTY	POSITION	NAME
REP	INSPECTOR	PAMELA FRANK
DEM	MARSHAL	PATSY L RINEER
REP	JUDGE	CYNTHIA ANN HIGHLEY
DEM	JUDGE	
REP	CLERK	LINDA BOHLING
DEM	CLERK	

18 NACO

PARTY	POSITION	NAME
DEM	INSPECTOR	*JESUS MORALES
REP	MARSHAL	*JOE X GARCIA
IND	JUDGE	AZTLIN DINE DURAZO
DEM	JUDGE	MARY O CARBAJAL
DEM	CLERK	LYDIA GARCIA
DEM	CLERK	*MARIA RUBIO

19 PALOMINAS

PARTY	POSITION	NAME
REP	INSPECTOR	DAVID BRUCE WALKER
DEM	MARSHAL	
REP	JUDGE	JANIE FIX
IND	JUDGE	NANCY ANN HOWARD
REP	CLERK	MICHELE J EMERSON-ROBERTS
IND	CLERK	JULIA PERRY HINDBAUGH

20 PIRTLEVILLE

PARTY	POSITION	NAME
DEM	INSPECTOR	*CORNELIA MUNOZ
REP	MARSHAL	*WILLIAM ANTHONY TARDIBUONO
DEM	JUDGE	ANA LOUISA MUNOZ SALCIDO
REP	JUDGE	*CONCEPTION G MUNOZ
DEM	CLERK	LUCIA MENDEZ
DEM	CLERK	SAIRA ALVAREZ

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

21 POMERENE

PARTY	POSITION	NAME
REP	INSPECTOR	*SHERRIE BERNAL
DEM	MARSHAL	CYNTHIA REEVES
DEM	JUDGE	
REP	JUDGE	WILLIAM BERNAL
PND	CLERK	
REP	CLERK	ROBERT BERNAL

22 PORTAL

PARTY	POSITION	NAME
DEM	INSPECTOR	NANCY LEE MCAVOY
REP	MARSHAL	*ANTONIO A CELAYA
REP	JUDGE	NANCY ELIZABETH CLOUDT
DEM	JUDGE	DIANA DAVIDSON
REP	CLERK	ZOLA BELLWOOD STOLTZ
REP	CLERK	WILLIAM CLOUDT

23 SAN SIMON

PARTY	POSITION	NAME
REP	INSPECTOR	ROBERTA GRAINGER
DEM	MARSHAL	*CELIA VILLADO
IND	JUDGE	JANE ONKEN
DEM	JUDGE	MICHELE LARNED
IND	CLERK	ELIZABETH DESPAIN
REP	CLERK	EMMA LUCRETIA TOPOR

24 ST DAVID

PARTY	POSITION	NAME
REP	INSPECTOR	RUSSELL M HARDWICK
IND	MARSHAL	SHIRLEY JEAN HAMILL
DEM	JUDGE	JUDY DELACRUZ
REP	JUDGE	IDA TILTON
REP	CLERK	MARY ALICE FRAZIER
DEM	CLERK	NORA HADY

25 SUNIZONA

PARTY	POSITION	NAME
DEM	INSPECTOR	LISA LAFLAIR
REP	MARSHAL	CAROL GOODMAN
DEM	JUDGE	DARLENE DEARMAN
REP	JUDGE	BRENDA WHITTAKER
DEM	CLERK	*MARLENE SIMMONS
DEM	CLERK	MARYCLARE TIUN

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

26 SV AVENIDA DEL SOL

PARTY	POSITION	NAME
REP	INSPECTOR	*EDNA RODRIGUEZ
DEM	MARSHAL	ROBERT CHARLES BUSCHER JR
DEM	JUDGE	
REP	JUDGE	EUGENE HANS SANDERS
REP	CLERK	
DEM	CLERK	STUDENT

27 SV BUFFALO SOLDIER AND 32 SV COUNTRY CLUB ARE COMBINED PRECINCTS

DEM	INSPECTOR	*LUPE RIVERA
REP	MARSHAL	HOWARD SLATER
DEM	JUDGE	*NINA LOMBARDINI GARCIA
DEM	JUDGE	EDNA MAE MILLER
REP	JUDGE	DEBRA KOLTVEIT
REP	JUDGE	ROBERT ABNEY
PND	CLERK	M HOLDER
DEM	CLERK	STEPHANIE NICHOLE ALVAREZ
DEM	CLERK	MARTHA ELKINS

28 SV BUSBY

PARTY	POSITION	NAME
DEM	INSPECTOR	ARTHUR WEISBERGER
REP	MARSHAL	STEPHEN M FISCHER
DEM	JUDGE	DORIS MCCRANEY
PND	JUDGE	LINDA LUCILLE HUNTER
DEM	CLERK	
DEM	CLERK	STUDENT

29 SV CARMELITA

PARTY	POSITION	NAME
REP	INSPECTOR	ROBERT FOWLER
DEM	MARSHAL	HENRY CADWELL
DEM	JUDGE	
REP	JUDGE	EDITH JENNINGS
PND	CLERK	LUPITA TERAN
DEM	CLERK	ROSA VELIA JACINTO

30 SV CLOUD

PARTY	POSITION	NAME
DEM	INSPECTOR	*DEBRA GUILMETTE
REP	MARSHAL	CARL FREELAND
DEM	JUDGE	LOUISE GIRDLER
REP	JUDGE	
REP	CLERK	ANNE GIRDLER
DEM	CLERK	IRIS FREELAND

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

31 SV COLLEGE

PARTY	POSITION	NAME
DEM	INSPECTOR	MARGARET GRAHAM
IND	MARSHAL	ANTHONY MORINGELLO
PND	JUDGE	JOSEPH R BEAM
DEM	JUDGE	JOHN J DOBKOWSKI
IND	CLERK	LOIS M SHELDAHL
REP	CLERK	DOLORES KATHLEEN THAMES

32 SV COUNTRY CLUB AND 27 SV BUFFALO SOLDIER ARE COMBINED PRECINCTS

33 SV ESTATES

PARTY	POSITION	NAME
REP	INSPECTOR	KEITH M JANSEN
IND	MARSHAL	ARNOLD DAVIS
REP	JUDGE	JEANETTE DAVIS
DEM	JUDGE	
REP	CLERK	PATRICK WELLS
DEM	CLERK	STUDENT

34 SV HOPI

PARTY	POSITION	NAME
DEM	INSPECTOR	LILLIAN M WHITE
REP	MARSHAL	DORELAINÉ MARIE BUSHONG
REP	JUDGE	IDA STUPPI
DEM	JUDGE	BETTY HIGGINS
REP	CLERK	SARAH SENEY
DEM	CLERK	WILLIAM BONE

35 SV MOSON

PARTY	POSITION	NAME
REP	INSPECTOR	THOMAS PICKERING
DEM	MARSHAL	
REP	JUDGE	TERRY COTTON
IND	JUDGE	DIXIE KAY SWICK
REP	CLERK	MARY ANN BLACK
REP	CLERK	SHIRLEY ELLISTON

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

36 SV PUEBLO DEL SOL

PARTY	POSITION	NAME
REP	INSPECTOR	DAVID HAMILTON
IND	MARSHAL	
PND	JUDGE	LAWRENCE G HAYS
REP	JUDGE	LORRAINE HAMILTON
PND	CLERK	BARBARA K HAYS
DEM	CLERK	BEVERLY STEWART

37 SV RAMSEY

PARTY	POSITION	NAME
REP	INSPECTOR	LOWENID B REINHART
DEM	MARSHAL	RAYMOND MEAD
DEM	JUDGE	JOAN RENEE BLOCKHUS-MORGAN
REP	JUDGE	
REP	CLERK	BESS FRITZ BANISTER
DEM	CLERK	STUDENT

38 SV SNYDER

PARTY	POSITION	NAME
REP	INSPECTOR	TARA EVANS
IND	MARSHAL	DONALD R DITMORE
REP	JUDGE	MICHAEL EVANS
DEM	JUDGE	CAROL ANN MOSES
REP	CLERK	STUDENT
DEM	CLERK	ROSEMARY DITMORE

39 SV SOLDIER CREEK

PARTY	POSITION	NAME
DEM	INSPECTOR	GLENN EBERLY
REP	MARSHAL	ERIC FAST
REP	JUDGE	GARY REDDING
DEM	JUDGE	BETH FAST
DEM	CLERK	JOE REDDING
DEM	CLERK	LORENZA L WYSONG

40 SV TOWN & COUNTRY

PARTY	POSITION	NAME
REP	INSPECTOR	NANCY FYFEE
IND	MARSHAL	ROSEMARIE WEBB
REP	JUDGE	CHARLES FORTENBERRY
DEM	JUDGE	LAURA FORTENBERRY
DEM	CLERK	ANGLO SMITH
REP	CLERK	STUDENT

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

41 SV VILLAGE MEADOWS

PARTY	POSITION	NAME
REP	INSPECTOR	EDWARD V URBALEJO
DEM	MARSHAL	JUDITH CORK
PND	JUDGE	MAURICE SALMINEN
PND	JUDGE	BARBARA ANNE KENNEDY
PND	CLERK	CAROLE SALMINEN
REP	CLERK	SUSAN D POTTS

42 SV VISTA VILLAGE

PARTY	POSITION	NAME
REP	INSPECTOR	DENNIS WAHLEN
DEM	MARSHAL	ANTHONY WISNIEWSKI
IND	JUDGE	NEENAH BLINKINSOP
REP	JUDGE	HARRY BOWEN SR
DEM	CLERK	CAROL WISNIEWSKI
PND	CLERK	KIM MCCARTHY

43 SV YAQUI

PARTY	POSITION	NAME
REP	INSPECTOR	DUANE BROFER
DEM	MARSHAL	SARA EVANS
REP	JUDGE	KATHLEEN HOFFARD
DEM	JUDGE	JERALDINE LIGON
PND	CLERK	PATRICIA STEWART
DEM	CLERK	URISULA HOLLIS

44 TOMBSTONE

PARTY	POSITION	NAME
REP	INSPECTOR	JEAN SULLIVAN
DEM	MARSHAL	MICHAEL H GRADY
DEM	JUDGE	CHARLOTTE GILBERT
REP	JUDGE	CAROLYN J GRADY
REP	CLERK	BETTY LOU DAVIS
REP	CLERK	*KATHY MARTINEZ

45 WEBB

PARTY	POSITION	NAME
REP	INSPECTOR	DEBORAH SIMMONS
DEM	MARSHAL	CLARENCE MONSON
DEM	JUDGE	ALMA GARCIA
REP	JUDGE	MARCIA MARIE MONSON
DEM	CLERK	HELEN HOFFMAN
DEM	CLERK	SARAH LYNN SIMMONS

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

46 WHETSTONE

PARTY	POSITION	NAME
REP	INSPECTOR	KARA HARRIS
DEM	MARSHAL	WANDA BOS
DEM	JUDGE	NAOMI STITES
REP	JUDGE	BRENDA MALARCHIK
REP	CLERK	CHRISTINE ELIZABETH ROWE
REP	CLERK	CLARISSA SCHOMBER

47 WI KANSAS SETTLEMENT

PARTY	POSITION	NAME
REP	INSPECTOR	JOYCE TINGLE
DEM	MARSHAL	JAMES NAUGLE
DEM	JUDGE	*NORMA MARTIN
REP	JUDGE	GLENDA LOVE
REP	CLERK	KARLA HANSEN
REP	CLERK	BARBARA E NIEHM

48 WI STEWART

PARTY	POSITION	NAME
DEM	INSPECTOR	
REP	MARSHAL	JOHN TAYLOR
DEM	JUDGE	*BEATRICE JOSEFINA REJA
REP	JUDGE	NANCY RUTH SLOAN
DEM	CLERK	GLADYS E OLSEN
REP	CLERK	LINDA SHAVER

49 WI WILLCOX

PARTY	POSITION	NAME
REP	INSPECTOR	JONNIE BELLE BETHEL
DEM	MARSHAL	
DEM	JUDGE	*ARITTA KAYE DIAZ
IND	JUDGE	PHYLLIS COHORN
DEM	CLERK	MARTA G KIRBY
REP	CLERK	KATHERINE A COHORN

*Bilingual Board Worker

2014 PRIMARY AND GENERAL ELECTION BOARD WORKERS

EARLY BALLOT BOARDS:

SUPERVISORS: LINDA ELOISE MARSHALL
CATHY ACUNA

#1	DEM	BELEN CARBAJAL
	REP	KENNETH ARMSTRONG
#2	REP	LINDA SUE SMITH
	DEM	PATRICIA SILVA
#3	REP	NANCY PRIEST
	DEM	DONNA BERNARD
#4	DEM	STEVE MARSHALL
	IND	MATTHEW GRUHN

ALTERNATE DONNA BERNARD

TROUBLE SHOOTERS:

BENSON AREA/ST. DAVID/TOMBSTONE	RHONDA BOONE
WILLCOX AREA/SUNSIDES/COCHISE/PEARCE	
SIERRA VISTA AREA	STACEY WOOLEY
SIERRA VISTA AREA/HUACHUCA/WHETSTONE	
DOUGLAS AREA	VICTOR ROSADILLA

RESOLUTION 14-

**APPOINT THE ELECTION BOARDS FOR THE PRIMARY ELECTION
AND GENERAL ELECTION TO BE HELD ON AUGUST 26, 2014 AND
NOVEMBER 4, 2014**

WHEREAS, under the provisions of A.R.S. § 16-531 the Cochise County Board of Supervisors shall not less than twenty (20) days prior to a general or primary election appoint for each election precinct one inspector, one marshal, two judges and as many clerks as deemed necessary; and

WHEREAS, in Resolution 11-52, the Cochise County Board of Supervisors defined the 49 Election Precincts for Cochise County,

NOW, THEREFORE, BE IT RESOLVED that the Cochise County Board of Supervisors hereby appoints the election boards as noted on (Exhibit A) for the Primary Election to be held on August 26, 2014 and the General Election to be held on November 4, 2014.

PASSED AND ADOPTED by the Board of Supervisors of Cochise County, Arizona, this _____ day of _____, 2014.

Patrick Call, Chairperson
Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Arlethe G. Rios
Clerk of the Board

Elda E. Orduno
Civil Deputy County Attorney

Emergency Services

Regular Board of Supervisors Meeting

Meeting Date: 07/22/2014

Wildfire Protection Plan

Submitted By: Norm Sturm, Emergency Services

Department: Emergency Services

Presentation: No A/V Presentation **Recommendation:** Approve

Document Signatures: BOS Signature Required **# of ORIGINALS Submitted for Signature:** 1

NAME of PRESENTER: Norm Sturm **TITLE of PRESENTER:** Emergency Services Coordinator

Docket Number (If applicable):

Mandated Function?: Not Mandated **Source of Mandate or Basis for Support?:**

Information

Agenda Item Text:

Adopt Resolution 14-23, adopting the Cochise County Community Wildfire Protection Plan.

Background:

In mid-2013 Cochise County received \$34,500 in grant funding from the Bureau of Land Management (BLM) and the Arizona State Forestry Division, to develop a county-wide CWPP. Logan Simpson Design, Inc. was chosen as the consultant to lead the CWPP development process. A team of approximately 30 stakeholders met regularly from October 2013 through April 2014 to develop the plan. After several revisions and comment periods (both public and interagency), the plan was finalized in May 2014 and is ready for jurisdictional adoption. August 1 has been set as the deadline for CWPP adoption. Community Wildfire Protection Plans (CWPP) are developed in response to the Healthy Forests Restoration Act (HFRA) of 2013. This Act calls for Federal, State and local stakeholders to collaborate for the purpose of identifying priority areas within a wildland-urban interface (WUI) that are considered a high risk for wildfires. For the purposes of the Cochise County CWPP, a working group of stakeholders and wildland experts met on a regular basis to identify and agree on high-risk areas in the county. Once these high risk areas are identified, the CWPP planning group then recommended response enhancement and fuel reduction projects, goals, and methods to help mitigate the risk in these areas. The CWPP does not mandate any action nor does it have any regulatory or statutory authority. It is only a planning tool that provides hazard assessment and mitigation recommendations to address the hazards. Adoption of the plan allows jurisdictions to use the CWPP as a platform for identifying wildfire mitigation project priorities and pursuing wildfire mitigation grants.

Department's Next Steps (if approved):

All Cochise County fire departments, municipalities, state and federal landowner agencies, and stakeholder organizations are being asked to also adopt the CWPP by August 2014. Once adoption confirmations are received from all agencies the CWPP document will be available for adopting agencies to use as a platform for pursuing wildfire-related mitigation grant funding and other wildfire reduction programs.

Impact of NOT Approving/Alternatives:

If not approved by the Board of Supervisors, the CWPP will not be deemed a valid plan. All benefits of the plan will be nullified.

To BOS Staff: Document Disposition/Follow-Up:

OES will need two copies of the CWPP signature page with the appropriate agency line signed and two copies of the resolution adopting the plan. One copy for the OES files and one copy for Logan Simpson.

Attachments

Wildfire Protection Plan Resolution

RESOLUTION 14-__

ADOPTING THE COCHISE COUNTY COMMUNITY WILDFIRE PROTECTION PLAN

WHEREAS, wildfire is a major threat to the people, property, environment and quality of life in Cochise County; and

WHEREAS, the Board of Supervisors directed the development of a County-wide Community Wildfire Protection Plan to help address the wildfire threat; and

WHEREAS, a Working Group of more than 25 Federal, State, and local stakeholder agencies and groups was assembled for the purpose of developing a Cochise County Community Wildfire Protection Plan (CWPP), acting under the authorities granted by the Healthy Forests Restoration Act; and

WHEREAS, the Cochise County CWPP Working Group identified and mapped the wildland urban interface boundary within the Cochise County geographical area, identifying 52 communities for potential risk within the wildland urban interface boundary; and

WHEREAS, the Cochise County CWPP provides priorities for hazardous fuels reduction planning and wildfire prevention in communities at risk within the wildland urban interface boundary; and

WHEREAS, the Cochise County Community Wildfire Protection Plan is a living document which includes strategies for the yearly monitoring and evaluation of hazardous fuels reduction projects and revised priorities; and

WHEREAS, it is in the best interest of Cochise County to adopt a Community Wildfire Protection Plan; and

RESOLUTION 12-__

Re: Adopting the Cochise County Community Wildlife Protection Plan

Page 2

NOW THEREFORE, BE IT RESOLVED that the Cochise County Board of Supervisors adopts the Cochise County Community Wildfire Protection Plan.

PASSED AND ADOPTED by the Board of Supervisors of Cochise County, Arizona, this ____ day of _____, 2014.

Patrick Call, Chairperson
Cochise County Board of Supervisors

ATTEST:

Arlethe G. Rios
Clerk of the Board

APPROVED AS TO FORM:



Adam Ambrose
Civil Deputy County Attorney

Emergency Services**Regular Board of Supervisors Meeting****Meeting Date:** 07/22/2014

Emergency Personnel Policy

Submitted By: Norm Sturm, Emergency Services**Department:** Emergency Services**Presentation:****Recommendation:****Document Signatures:****# of ORIGINALS** 0**Submitted for Signature:****NAME****TITLE****of PRESENTER:****of PRESENTER:****Docket Number (If applicable):****Mandated Function?:****Source of Mandate****or Basis for Support?:****Information****Agenda Item Text:**

Adopt the Cochise County Emergency Personnel Policy.

Background:

It is the mission of Cochise County to provide for the safety of its staff and the citizens of Cochise County, as well as to ensure continuity of essential services in those situations declared a State of Emergency by the Board of Supervisors or during an incident deemed to be of significant impact to the County as determined by the County Administrator or his/her designee. Due to the nature of Cochise County being a public service organization, it is expected that employees be available to respond to the needs of citizens during such situations. These emergencies may include, but are not limited to: natural disasters, public health emergencies, critical public infrastructure failure, COOP activation or any large-scale event that stresses the resources of County government. This policy would enable County Administration to alter the work schedule, duties and location of employees to meet the needs of the County to respond to a large-scale emergency that threatens county residents or the county's ability to provide essential services. The policy has been vetted by HR and the County Attorney.

Department's Next Steps (if approved):

- Place policy into general County Employee Policies - Educate employees regarding the purpose and provisions of the policy

Impact of NOT Approving/Alternatives:

Limited options for reassigning County employees to address the needs of a County emergency

To BOS Staff: Document Disposition/Follow-Up:

Copy of policy to Julie Morales, HR

Attachments

Emergency Personnel Policy

Emergency Personnel Policy

Final (4/2014)

STATEMENT OF POLICY

It is the mission of Cochise County to provide for the safety of its staff and the citizens of Cochise County, as well as to ensure continuity of essential services in those situations declared a State of Emergency by the Board of Supervisors or during an incident deemed to be of significant impact to the County as determined by the County Administrator or his/her designee. Due to the nature of Cochise County being a public service organization, it is expected that employees be available to respond to the needs of citizens during such situations. These emergencies may include, but are not limited to: natural disasters, public health emergencies, critical public infrastructure failure, Continuity of Operations Plan (COOP) activation or any large-scale event that stresses the resources of County government.

SCOPE/COVERAGE

This policy applies to all classified and unclassified County employees and appointed Department Directors.

GUIDELINES

- A. For the purpose of this policy, all County employees will be considered to be first responders who, in the early stages of an incident, are responsible for the protection and preservation of life, property, evidence and the environment, including emergency response providers as defined in Section Two of the Homeland Security Act (2002), as well as emergency management, public health, clinical care, public works and other skilled support personnel that provide immediate support services during prevention, response and recovery operations.
- B. In situations declared a State of Emergency or incidents of significant impact to the County, it may be necessary to reprioritize the provision of County services. This may involve reassignment of staff to emergency assignments, including duties outside of their normal job classification.
- C. Employee skills and capabilities will be taken into account when being provided with emergency assignments.
- D. All efforts will be made to schedule employees to work at or near their normal work facility.
- E. Emergency or disaster situations may require changes to employee work hours or locations, outside of what is typical, in order to meet the needs of the situation. Work schedules may be adjusted including, but not limited to: longer hours per day; different starting and ending times; evening, weekend or holiday assignments; and the suspension of vacation or other

Emergency Personnel Policy

Final (4/2014)

time-off requests. The County will adhere to the applicable requirements of the Federal Fair Labor Standards Act.

- F. All necessary precautions will be taken to ensure the safety of employees. Employees will not be asked to perform activities that knowingly jeopardize their health or safety.
- G. Cochise County recognizes that there may be legitimate reasons that would prevent an employee from responding when called upon. Employees are required to get approval from their Department Head if they are not able to report to emergency assignments.
- H. Refusal to report to emergency assignments may be cause for disciplinary action, not to exclude termination.
- I. Upon hire, employees are expected to provide accurate emergency contact information so that they may be called upon in the event of an emergency. It is the responsibility of the employee to keep their emergency contact information current, and to notify their supervisor if there is a change in their emergency contact information.

PROCEDURES

- A. Only the Board of Supervisors may declare a County-wide State of Emergency.
- B. The County Administrator or designee may determine for the purposes of this policy that an incident of significant impact to the County exists. The Board of Supervisors will be informed of this determination as soon as practical.
- C. The Deputy County Administrator, Human Resources Director, and Emergency Services Coordinator, or their designee(s), will act as an emergency coordination team to coordinate the assignment of employees to emergency duties as determined to be necessary. Department heads will be consulted and kept informed of events as deemed appropriate by the emergency coordination team.
- D. Employees work hours will be tracked and documented per procedures implemented for the incident, as emergency circumstances may alter normal payroll procedures.
- E. Upon arrival at their assigned workplace, employees will be informed of, and expected to adhere to, incident requirements related to the implementation of safety procedures or use of personal protection equipment.

Emergency Personnel Policy

Final (4/2014)

- F. Employees will receive appropriate training to allow them to safely and efficiently complete their emergency assignments.

EMERGENCY COMPENSATION

- A. Employees will receive regular and overtime compensation for hours worked during emergencies according to the County's established compensation policy.
- B. Compensatory time for extra hours worked during emergencies will follow the guidelines set in the County's Adverse Weather Policy (Res. #02-01)
- C. Management Leave (per Personnel Policy pg. 22) may apply to exempt personnel working extraordinary hours during an emergency as determined by the County Administrator.
- D. All response related overtime will be coded and tracked as applicable to the emergency. This emergency overtime may become reimbursable as a result of a Presidential Disaster Declaration for the emergency.

Regular Board of Supervisors Meeting

Meeting Date: 07/22/2014

Contract Nos. 040193DC and 040194DC Inmate Labor with ASPC-Douglas

Submitted By: Arlethe Rios, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Document Signatures:

Recommendation:

of ORIGINALS

Submitted for Signature:

NAME n/a

TITLE n/a

of PRESENTER:

of PRESENTER:

Mandated Function?:

**Source of Mandate
or Basis for Support?:**

Information

Agenda Item Text:

Approve contract extensions with the Arizona Department of Corrections (ADC) for contract nos. 040193DC and 040194DC for inmate labor for an additional 4 months from July 1, 2014 to October 31, 2014.

Background:

The Arizona Department of Corrections (DOC) is requesting a 4 month extension to the current contracts to ensure that the necessary terms and conditions of the cnotracts remain intact and that the inmate labor force continues to work for the County.

Department's Next Steps (if approved):

Send extension of contracts back to DOC and continue working with them.

Impact of NOT Approving/Alternatives:

The contracts with DOC will not be extended.

To BOS Staff: Document Disposition/Follow-Up:

Send 2 original letters to
Linda Wright | Senior Procurement Specialist
Arizona Department of Corrections
1645 W. Jefferson, Suite 4401
Phoenix, Arizona 85007
Office: (602) 364-3796
Email: lwright@azcorrections.gov

Budget Information

Information about available funds

Budgeted: ☐

Funds Available: ☐

Amount Available:

Unbudgeted: ☐

Funds NOT Available: ☐

Amendment: ☐

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

Extension of Inmate Labor Contract



JANICE K. BREWER
GOVERNOR

Arizona Department of Corrections

1601 WEST JEFFERSON
PHOENIX, ARIZONA 85007
(602) 542-5497
www.azcorrections.gov



CHARLES L. RYAN
DIRECTOR

June 25, 2014

Cochise County Board of Supervisors
1415 Melody Lane, Building G
Bisbee, Arizona 85603
Attn: Michael Ortega, County Administrator
Via Email: mortega@cochise.az.gov

Re: Contract No. 040193DC – Inmate Labor with ASPC-Douglas

Dear Mr. Ortega:

This letter is in reference to the above referenced contract between the Arizona Department of Corrections and the Cochise County Board of Supervisors which expires June 30, 2014.

The Department is requesting your approval of a four (4) month extension to the current contract to ensure that the necessary terms and conditions of the contract remain intact through the Cochise County Board of Supervisors required signature process and to ensure that the inmate labor force continues.

After review of the current contract, a new contract will be generated and will be sent for your review and signature.

Please sign and return a copy of this letter to our office via email to: lwright@azcorrections.gov indicating that you agree to the four (4) month extension of the current contract.

If you have any questions, please contact Linda Wright, Senior Procurement Specialist at (602) 364-3796 or me at (602) 542-1172.

Sincerely,

Leon George
Chief Procurement Officer

AGREED:

Signature

Date

LG/lw



JANICE K. BREWER
GOVERNOR

Arizona Department of Corrections

1601 WEST JEFFERSON
PHOENIX, ARIZONA 85007
(602) 542-5497
www.azcorrections.gov



CHARLES L. RYAN
DIRECTOR

June 25, 2014

Cochise County Board of Supervisors
1415 Melody Lane, Building G
Bisbee, Arizona 85603
Attn: Michael Ortega, County Administrator
Via Email: mortega@cochise.az.gov

Re: Contract No. 040194DC – Inmate Labor with ASPC-Douglas/Papago Unit

Dear Mr. Ortega:

This letter is in reference to the above referenced contract between the Arizona Department of Corrections and the Cochise County Board of Supervisors which expires June 30, 2014.

The Department is requesting your approval of a four (4) month extension to the current contract to ensure that the necessary terms and conditions of the contract remain intact through the Cochise County Board of Supervisors required signature process and to ensure that the inmate labor force continues.

After review of the current contract, a new contract will be generated and will be sent for your review and signature.

Please sign and return a copy of this letter to our office via email to: lwright@azcorrections.gov indicating that you agree to the four (4) month extension of the current contract.

If you have any questions, please contact Linda Wright, Senior Procurement Specialist at (602) 364-3796 or me at (602) 542-1172.

Sincerely,

AGREED:

Leon George
Chief Procurement Officer

Signature

Date

LG/lw

Regular Board of Supervisors Meeting

Meeting Date: 07/22/2014

Demands

Submitted By: Arlethe Rios, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Document Signatures:

NAME n/a

of PRESENTER:

Mandated Function?:

Recommendation:

of ORIGINALS

Submitted for Signature:

TITLE n/a

of PRESENTER:

**Source of Mandate
or Basis for Support?:**

Information

Agenda Item Text:

Approve demands and budget amendments for operating transfers.

Background:

Auditor-General's requirement for Board of Supervisors to approve.

Department's Next Steps (if approved):

Return to Finance after BOS approval.

Impact of NOT Approving/Alternatives:

Board of Supervisors will not be in compliance with State law.

To BOS Staff: Document Disposition/Follow-Up:

Return to Finance after BOS approval.

Budget Information

Information about available funds

Budgeted: ☐

Funds Available: ☐

Amount Available:

Unbudgeted: ☐

Funds NOT Available: ☐

Amendment: ☐

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

No file(s) attached.

Regular Board of Supervisors Meeting**Meeting Date:** 07/22/2014

Approve the Sale of One Used Fleet Vehicle

Submitted By: Terry Hudson, Procurement**Department:** Procurement**Presentation:** No A/V
Presentation**Recommendation:** Approve**Document Signatures:** BOS Signature
NOT Required**# of ORIGINALS** 0
Submitted for Signature:**NAME**
of PRESENTER: n/a**TITLE**
of PRESENTER: n/a**Mandated Function?:** Not Mandated**Source of Mandate**
or Basis for Support?:**Docket Number (If applicable):****Information****Agenda Item Text:**

Approve the sale of one used fleet vehicle #820 declared surplus by the Procurement Department Property Manager to the City of St. Johns Police Department for the amount of \$3,500.

Background:

In accordance with ARS§11-251 a County may with unanimous consent of the Board and without a public auction, sell County property to any other duly constituted governmental entity. The Property Manager has made the determination that \$3,500 is a reasonable offer based on current market conditions and what this equipment would expect to sell for through the County public surplus auction process.

Department's Next Steps (if approved):

Prepare bill of sale, collect \$3,500, and deposit the money into the general fund.

Impact of NOT Approving/Alternatives:

The St. Johns Police Department would have to bid on the vehicle at public auction.

To BOS Staff: Document Disposition/Follow-Up:

No action required.

Budget Information*Information about available funds***Budgeted:** ☐**Funds Available:** ☐**Amount Available:****Unbudgeted:** ☐**Funds NOT Available:** ☐**Amendment:** ☐**Account Code(s) for Available Funds**

1:

Fund Transfers

Fiscal Impact & Funding Sources (if known):

There is no fiscal impact associated with this recommendation. The sale will generate \$3,500 in revenue.

Attachments

No file(s) attached.
